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City and County of San Francisco

Meeting Minutes

Public Health and Environment Committee

Members: Supervisors Sue Bierman, Amos Brown and Alicia Becerril

Clerk: Greg Hobson

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Thursday, January 28, 1999

10:00 AM

City Hall, Room 263

Members Present: Sue Bierman, Mark Leno.

Members Absent: Amos Brown.

DOCUMENTS DEPT.

MEETING CONVENED

The meeting convened at 10:10 a.m.

REGULAR AGENDA

990026 [Permit Regulation of Hazardous Wastes on Private Property]

Ordinance repealing the definition of "Hazardous Waste" in Section 1000, and Sections 1002, 1003, 1005, 1007, 1008, 1009, 1010, 1011, 1013, and 1015 of Article 20 of the San Francisco Public Works Code; and amending the San Francisco Health Code by reenacting the repealed provisions as new Article 22A; and amending the remaining provisions of Article 20 of the San Francisco Public Works Code to reference new Article 22A of the San Francisco Health Code. (Department of Public Health)

(Repeals Section 1000, and Sections 1002, 1003, 1005, 1007, 1008, 1009, 1010, 1011, 1013, and 1015 of Article 20 of Public Works Code; amends the Health Code by reenacting the repealed provisions as new Article 22A; amends the remaining provisions of Article 20 of the Public Works Code to reference new Article 22A of the Health Code.

1/1/99, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Public Health and Environment Committee. New committee structure.

Heard in Committee: Speakers: Department Representative: Scott Natamo, Department of Public Health; Ted Lakey, Deputy City Attorney. In Support: Jeff Ludlow, Treadwell and Rollo.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE.

Ordinance repealing the definition of "Hazardous Waste" in Section 1000, and Sections 1002, 1003, 1005, 1007, 1008, 1009, 1010, 1011, 1013, and 1015 of Article 20 of the San Francisco Public Works Code; and amending the San Francisco Health Code by reenacting the repealed provisions as new Article 22A; amending the remaining provisions of Article 20 of the San Francisco Public Works Code to reference new Article 22A of the San Francisco Health Code; and providing the Department of Public Health with the authority to charge fees to defray the cost of implementing this article. (Department of Public Health)

(Repeals Section 1000, and Sections 1002, 1003, 1005, 1007, 1008, 1009, 1010, 1011, 1013, and 1015 of Article 20 of Public Works Code; amends the Health Code by reenacting the repealed provisions as new Article 22A; amends the remaining provisions of Article 20 of the Public Works Code to reference new Article 22A of the Health Code.

1/28/99 - Recommended as amended by Public Health and Environment Committee (Supervisor Brown absent). Referred to Finance and Labor Committee for fiscal consideration.

REFERRED to the Finance and Labor Committee by the following vote:

Ayes: 2 - Bierman, Leno

Absent: 1 - Brown

990038 [Grant - Private]

Resolution authorizing the Department of Public Health, Division of Population Health and Prevention, to accept and expend retroactively a grant of \$96,658 from the Miriam and Peter Haas Fund, to create an integrated model of targeted consultation by establishing an intensive consultant training program which will prepare mental health practitioners to provide consultation, staff training, prevention and early intervention services and support for constituents of licensed, center-based early childhood programs serving San Francisco's low-income families; providing for ratification of action previously taken and waiving indirect costs. (Department of Public Health)

1/8/99, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Public Health and Environment Committee. New committee structure.

Heard in Committee. Speakers: Departmental Representative: Albert Eng, Community Mental Health, Department of Public Health; Karen Kegg; Budget Analyst. In Support: None. Opposed: None.

AMENDED.

Resolution authorizing the Department of Public Health, Division of Population Health and Prevention, to accept and expend retroactively a grant of \$96,658 from the Miriam and Peter Haas Fund, to create an integrated model of targeted consultation by establishing an intensive consultant training program which will prepare mental health practitioners to provide consultation, staff training, prevention and early intervention services and support for constituents of licensed, center-based early childhood programs serving San Francisco's low-income families; and waiving indirect costs. (Department of Public Health)

RECOMMENDED.. by the following vote:

Ayes: 2 - Bierman, Leno

Absent: 1 - Brown

990039 [Grant - Private]

Resolution authorizing the Department of Public Health, Central Administration, to accept retroactively and expend a grant in the amount of \$119,250 from the California HealthCare Foundation for planning an innovative long-term care service delivery system for frail elderly and disabled adults in San Francisco and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

1/8/99, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Public Health and Environment Committee. New committee structure.

Heard in Committee. Speakers: Departmental Representative: Tangerine Brigham, Department of Public Health. In Support: None. Opposed: None.

RECOMMENDED.. by the following vote:

Ayes: 2 - Bierman, Leno

Absent: 1 - Brown

982051 [Ban on Gasoline Additive MTBE]

Supervisors Bierman, Yaki, Katz,
Leno

3
Resolution urging Governor-Elect Gray Davis and the State Legislature to urge the Federal Government to act with all due speed in immediately banning the use of the gasoline additive Methyl Tertiary Butyl-Ether (MBTE).

12/7/98, REFERRED FOR ADOPTION WITHOUT COMMITTEE REFERENCE AGENDA AT THE NEXT BOARD MEETING.

12/14/98, SEVERED FROM FOR ADOPTION WITHOUT COMMITTEE REFERENCE AGENDA.
Supervisor Kaufman requested this matter be severed for the purpose of referring it to committee.

12/14/98, REFERRED to Health, Family, and Environment Committee. Supervisors Katz, Leno requested to be added as co-sponsors.

1/25/99, TRANSFERRED to Public Health and Environment Committee. New committee structure.

Heard in Committee. Speakers: None.

RECOMMENDED by the following vote:

Ayes: 2 - Bierman, Leno

Absent: 1 - Brown

ADJOURNMENT

The meeting adjourned at 10:28 a.m.

CITY AND COUNTY



OF SAN FRANCISCO DOCUMENTS DEPT.

JAN 28 1999

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BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

January 26, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst *Recommendations for meeting of*
SUBJECT: *1/11* January 28, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-0026

Department: Department of Public Health

Item: Ordinance (1) repealing the definition of "hazardous waste" in Section 1000, as well as all of Sections 1002, 1003, 1005, 1007, 1008, 1009, 1010, 1011, 1013 and 1115 of Article 20 of the San Francisco Public Works Code (Public Works Code); (2) amending the San Francisco Public Health Code (Health Code) by reenacting the above-noted repealed provisions of the Public Works Code as Article 22A of the Health Code; (3) amending the remaining provisions of Article 20 of the Public Works Code to reference new Article 22A of the Health Code; and (4) increasing the fees charged by the Department of Public Health to defray the related costs of implementing the substantive health protection requirements (see Comment No. 1).

Description: Currently, Article 20 of the Public Works Code contains the substantive health protection requirements concerning hazardous waste on private property in San Francisco.

Under these substantive health protection requirements, an applicant for a building permit must conduct a soil sampling at the proposed construction site and mitigate any hazardous waste found in such soil pursuant to a site mitigation plan.

Mr. William Chan of the City Attorney's Office states that although the substantive health protection requirements are codified in the Public Works Code, the Environmental Health Section of the DPH is currently responsible for implementing them. Specifically, the DPH staff reviews site history reports, soil analysis reports and site mitigation plans, and based on such review, determines whether applicants for building permits meet the requirements for analyzing the soil for the presence of hazardous waste. The Department of Building Inspection subsequently issues the requested building permits upon instruction by the DPH, according to Mr. Chan.

Therefore, this proposed ordinance would relocate the substantive health protection requirements from Article 20 of the Public Works Code to a new Article 22A in the Health Code.

Specifically, the proposed ordinance would authorize the following actions:

- (1) Repeal the definition of "hazardous waste" in Section 1000, as well as all of Sections 1002, 1003, 1005, 1007, 1008, 1009, 1010, 1011, 1013 and 1115 of Article 20 of the Public Works Code.
- (2) Reenact the subject, repealed provisions of the Public Works Code as Article 22A of the Health Code.
- (3) Amend the remaining provisions of Article 20 of the Public Works Code to reference new Article 22A of the Health Code.
- (4) Increase the fees charged by the Department of Public Health to defray the related costs of implementing the substantive health protection requirements.

According to Mr. Chan, the purpose of the proposed legislation is to promote greater efficiency in the administration of the substantive health protection requirements, by relocating such substantive health protection requirements from the Public Works Code to the Health Code.

Comments:

1. According to Mr. Chan, presently the DPH charges fees to applicants for building permits, which are subject to the substantive health protection requirements, in order to defray the DPH's related costs of implementing the substantive health protection requirements. Such defrayal fees are collected on a one-time basis by the DPH. Mr. Chan advises that Article 22A of the Health Code includes a provision which would increase the above-noted defrayal fees charged by the DPH. However, according to Mr. Chan, as currently written, the title of the proposed ordinance does not state that this legislation contains a provision which would increase the above-noted defrayal fees charged by the DPH. Mr. Chan explains that such a statement was inadvertently omitted from the title of the proposed ordinance.

2. The attached memo, provided by Ms. Pamela Hollis of the DPH, compares the current fees charged by the DPH for defraying its related costs of implementing the substantive health protection requirements with the proposed, increased fees for such costs.

3. According to Ms. Hollis, the DPH collected \$42,300 in current fees in FY 1997-98, as shown in the attached memo. Ms. Hollis advises that the proposed, increased fees would generate additional revenues to the City of \$12,300 annually. As a result, the DPH would realize total estimated annual fee revenues of \$54,600.

Recommendations:

1. Amend the title of the proposed ordinance to state that this legislation contains a provision which would increase the fees charged by the DPH for defraying the costs of implementing the substantive health protection requirements.

2. Approve the proposed ordinance, as amended.

**FEE COMPARISON FOR
RELOCATION OF SUBSTANTIVE HEALTH PROTECTION REQUIREMENTS IN THE
MAHER ORDINANCE**

Present Fees:

\$ 225.⁰⁰ Initial fee (covering 3 hours of work)

\$ 75.⁰⁰ Hourly rate charged thereafter

Monies generated for fiscal year 1997-1998

\$ 42,300.⁰⁰ 28 projects with average time spent of 15 hours each

Proposed Fees:

\$ 390.⁰⁰ Initial fee (covering 3 hours of work)

\$ 130.⁰⁰ Hourly rate charged thereafter

Projected monies to be generated for next fiscal year

\$ 54,600.⁰⁰ 28 projects with 15 hours each.

Projected increase in revenues generated

\$ 12,300.⁰⁰

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To	Gabriel	From	Ram
Co.	Budget Analyst	Co.	DPT
Dept.		Phone #	252-3971
Fax #	252-0461	Fax #	252-3964

TOTAL P.01

Item 2 – File 99-0038

Department: Department of Public Health

Item: Resolution authorizing the Department of Public Health, Division of Population Health and Prevention, Community Health Services Branch, Mental Health and Substantive Abuse Services, to accept and expend retroactively grant funds in the amount of \$96,658 from the Miriam and Peter Haas Fund to create an integrated model of targeted consultation by establishing an intensive consultant training program for licensed, center-based early childhood programs in San Francisco; providing for ratification of action previously taken; and waiving indirect costs.

Grant Amount: \$96,658

Grant Period: April 1, 1998 through March 31, 1999 (12 months)

Source of Funds: The Miriam and Peter Haas Fund

Project: Early Childhood Mental Health Services Program

Description: According to Mr. Philip Tse of the Department of Public Health (DPH), the Early Childhood Mental Health Services Program is a collaboration of (1) the Jewish Family and Children's Services, a non-profit organization; (2) the Infant Parent Program at the University of California, San Francisco; and (3) the Mental Health and Substance Abuse Services of the DPH.

Approval of the proposed resolution would authorize DPH, Mental Health and Substance Abuse Services (see Comment No. 1) to accept and expend retroactively grant funds in the amount of \$96,658 from the Miriam and Peter Haas Fund to provide mental health consultation, staff training, prevention and early intervention services, and support for the constituents of 25 licensed, center-based early childhood programs servicing low-income families in San Francisco. Attachment I, provided by the DPH, contains a list of the 25 licensed, center-based early childhood programs.

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According to Mr. Tse, the proposed grant funds would be used to meet the three objectives of the Early Childhood Mental Health Services Program as follows:

- (1) Promote the well being and strengthen the functionality of early childhood programs and staff.
- (2) Improve the quality of childcare by integrating parent involvement and a child-centered development approach to positively affect children's emotional lives and social abilities.
- (3) Provide integrated, community-based, multi-leveled childhood mental health services for children and their families.

Mr. Tse advises that Westside Community Mental Health Center and Instituto Familia de la Raza, two existing contractors with the DPH, would be awarded the proposed grant funds, totaling \$96,658, on a sole source basis. Of this \$96,658, the DPH would grant \$45,758 to Westside Community Mental Health Center and \$50,900 to Instituto Familia de la Raza, because regarding early childhood mental health services, both organizations have (1) historical experience in project coordination with the DPH and (2) proven their effectiveness in monitoring and delivering services, based on their existing contracts with the DPH.

According to Mr. Tse, as recipients of the proposed grant funds, Westside Community Mental Health Center and Instituto Familia de la Raza would share responsibility for hiring the project staff and for the fiscal monitoring of the project. Mr. Tse states that the DPH would be responsible for monitoring the program services provided under the project.

Mr. Tse advises that the Jewish Family and Children's Services and the Infant Parent Program at the University of California, San Francisco would not receive any of the proposed grant funds. However, as collaborative partners with the DPH in the Early Childhood Mental Health Services Program, the Jewish Family and Children's Services and the Infant Parent Program at the University

of California, San Francisco would also provide mental health consultation, staff training, prevention and early intervention services, and support for the constituents of the 25 licensed, center-based early childhood programs servicing low-income families in San Francisco. Specifically, the Jewish Family and Children's Services would be responsible for hiring additional project staff for the program, while the Infant Parent Program at the University of California, San Francisco would be responsible for training such staff as well as the staff hired with the proposed grant funds by Westside Community Mental Health Center and Instituto Familia de la Raza, according to Mr. Tse.

Budget: Attachment II, provided by DPH, contains the budget details for the proposed grant funds in the amount of \$96,658, including \$45,758 for Westside Community Mental Health Center and \$50,900 for Instituto Familia de la Raza.

Required Match: None.

Indirect Costs: The proposed resolution provides for the waiver of indirect costs because, according to Mr. Tse, the Miriam and Peter Haas Fund does not allow such costs.

Comments:

1. The proposed resolution incorrectly names the DPH's Mental Health and Substance Abuse Services as the recipient of the proposed grant funds. However, according to Mr. Tse, the actual recipient is the DPH's Community Mental Health Services. As such, the proposed resolution should be amended to substitute reference to the DPH's Mental Health and Substance Abuse Services with the DPH's Community Mental Health Services.

2. Attachment III is a summary of the grant application information, as prepared by DPH, for the proposed grant funds.

3. As noted above, the proposed resolution provides for retroactive acceptance and expenditure of the subject grant funds. However, according to Mr. Tse, the DPH has neither accepted nor expended these funds to date. As such, the proposed resolution should be amended to delete

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BUDGET ANALYST

reference to "retroactively" with respect to acceptance and expenditure of the subject grant funds.

4. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

Recommendations:

1. In accordance with Comment No. 1 above, amend the proposed resolution to substitute reference to the DPH's Mental Health and Substance Abuse Services with the DPH's Community Mental Health Services as the recipient of the proposed grant funds.

2. In accordance with Comment No. 3 above, amend the proposed resolution to delete reference to "retroactively" with respect to acceptance and expenditure of the subject grant funds.

3. Approve the proposed resolution as amended.

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To: Gabe Capera From: PHILIP: BE

Co. Budget Analyst Co. CMHS

Dept. Phone # 255-3637

Fax # 252-0461 Fax # 255-3567

Early Childhood Mental Health Project SCHOOL LIST

23-Feb-98

School/Child Care Center Name	First Name	Last Name	Address	City	State	Zip Code	Work Phone	Consultant
Alfa De Development Center	Dana	Chapman	3401 Mission Street	San Francisco	CA	94110-	(415) 641-4072	Lailie Baxter
Bernal Heights State Preschool	Maria	Ruiz	500 Oxford	San Francisco	CA	94110-	(415) 550-4393	Hector Melendez
Brett Marie	Gloria	Robinson	950 Hollister Avenue	San Francisco	CA	94124-	(415) 330-1545	Pending
Candlelight Child Development Center	Sheila	Norman	783 Parallon Street	San Francisco	CA	94112-	(415) 587-1070	Lailie Baxter
Chinatown Community Children's Center	Suzie	Shindzu	979 Clay Street	San Francisco	CA	94102-	(415) 926-2528	Kim Redemer
Cross Cultural Family Center - Turk Site	Concepcion	Toscano	239 Turk Street	San Francisco	CA	94113-	(415) 928-3178	Kim Redemer
Cross Cultural Family Richmond I	Cynthia	Elekwarshi	750 31st Avenue	San Francisco	CA	94118-	(415) 921-7019	Adriana Taranto
Cross Cultural Family Richmond II	Cynthia	Elekwarshi	741 30th Avenue	San Francisco	CA	94118-	(415) 921-7019	Adriana Taranto
Florence Children Services Infant Day Care Ctr.	Ugoana	Uwakah	836 Broderick Street	San Francisco	CA	94113-	(415) 367-2357	Michelle Baker
Good Samaritan	Teresa	Jacobo	2871 24th Street	San Francisco	CA	94110-	(415) 824-9575	Hector Melendez
Grace Child Development Center	Andrus	Blade	1195 Hudson Avenue	San Francisco	CA	94124-	(415) 550-4393	Michelle Baker
Holy Family Day Home	Anne	Moureen	299 Dolores Street	San Francisco	CA	94103-	(415) 861-5361	Hector Melendez
Martin Luther King Child Care Center	Pauline	Earby	200 Cashmere Street	San Francisco	CA	94124-	(415) 821-7000	Michelle Baxter
Mission Annex	Angel	Contreras	421 Bartlett Street	San Francisco	CA	94110-	(415) 695-5844	Hector Melendez
Mission Pro-K	Angel	Contreras	2910 Mission Street	San Francisco	CA	94110-	(415) 695-5842	Hector Melendez
Raphael Well	Charles	Harlan	1301 O'Farrell Street	San Francisco	CA	94113-	(415) 749-3548	Michelle Baker
Salvation Army	Kathy	Poston	407 9th Street	San Francisco	CA	94103-	(415) 232-6100	Kim Redemer
South of Market Child Care Center	Judith	Baker	366 Clementina Street	San Francisco	CA	94107-	(415) 391-0388	Lailie Baxter
Telegraph Hill Children's Center	Paula	Minkus	660 Lombard Street	San Francisco	CA	94133-	(415) 421-6444	Lailie Baxter

School/Child Care Center Name	First Name	Last Name	Address	City	State	Zip Code	Work Phone	Consultant
Tenderloin Child Care Center	Eileen	O'Donnell	331 Turk Street	San Francisco	CA	94102-	(415) 776-4010	Cynthia Peterson
The Family School	Sharon	Eichner	548 Fillmore Street	San Francisco	CA	94117-	(415) 554-0423	Adriana Turrita
The Preschool	Lynn	Hagen	102 San Jose Avenue	San Francisco	CA	94110-	(415) 283-3327	Adriana Turrita
With Mel Preschool	Lisa	Quan	1400 Judah Street	San Francisco	CA	94122-	(415) 663-4212	Leslie Baxter
West Bay Head Start Center	Naomi	Diggs	1290 Fillmore Street	San Francisco	CA	94115-	(415) 931-4070	Kim Redemer
Yocoy	Maria	Manuel	93 Oough Street	San Francisco	CA	94102-	(415) 241-6313	Adriana Turrita

Early Childhood Mental Health I (ECMH I) Year 3 budget							
Peter & Miriam Haas Grant							
Grant Period: April 1, 1998 - March 31, 1999				Instituto			
Budget Detail				Familia			
				de la Raza			
PERSONNEL				Westside	(FR)	Total	
				FTE	contract	contract	Amount
Salaries							
Clinician				1.00	23,424	20,885	44,309
Consultant				0.60	10,779	11,862	22,641
sub-total					34,203	32,747	66,950
Benefits					5,593	7,859	13,452
Total Personnel:					39,796	40,606	80,402
OPERATING EXPENSES:							
Office Supplies				143	1,583	1,726	
Insurance				1,416	1,500	2,916	
Transportation				245	300	545	
Staff training				-	500	500	
Training Coordinator				-	1,367	1,367	
Total Operating Expenses:				1,804	5,250	7,054	
Total Direct Expenses:				41,600	45,856	87,456	
Indirect Expenses:				4,159	5,044	9,203	
Grand Total Expenses:				45,758	50,900	96,658	

File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: DPH-Community Mental Health Services
2. Contact Person: Philip Tse , Telephone: 255-3637
3. Project Title: Early Childhood Mental Health Services
4. Grant Source Agency: Miriam & Peter Haas Fund
5. Type of Funds: Federal Federal-State(Pass-through) State
Local ☒ Private
6. Proposed (New/Continuation) Grant Project Summary:

The purpose of this grant is to provide consultation, staff training, prevention, and early intervention services and support for constituents of licensed, center-based early childhood programs serving San Francisco's low-income families.

- a. To promote the well-being and functioning of early childhood programs and staff
- b. To improve the quality of child care in San Francisco
- c. To provide an integrated, community based-multi-level early childhood mental health services

7. Amount of Grant Funding Applied for: \$96,658
8. Maximum Funding Amount Available: \$96,658
9. Required Matching Funds? Yes: No: ☒ Cash or In-kind:

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: 1.6 FTE (contractual staff)
11. If new positions are created , explain the disposition of employees once the grant ends?

Grant funded employees will not be retained after this grant terminates.

12. Are indirect costs eligible costs for this grant? Yes: No: ☒

If yes, please identify the amount of \$ in indirect costs:

13. Amount to be spent on contractual services: \$96,658

14. a) Will contractual services be put out to bid? Yes: No: ☒

15. Is this likely to be a one-time or ongoing request for contracting out?:

16. Term of Grant: Start Date: April 1, 1998 End-Date: March 31, 1999

17. Date Department Notified of Available Funds: August 1998

18. Grant Application Due Date:

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

Selected from grant announcement

20. Department Head Approval: Mitchell Katz, M.D., Director of Health


Signature

Item 3 – File 99-0039

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Central Administration, to accept retroactively and expend a grant in the amount of \$119,250 from the California HealthCare Foundation for Planning an innovative long-term care service delivery system for frail elderly and disabled adults in San Francisco and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken.

Grant Amount: \$119,250

Grant Period: January 1, 1999 to December 31, 1999

Source of Funds: California HealthCare Foundation

Description: The DPH Central Administration has entered into an agreement with and accepted grant funds from the California HealthCare Foundation, a nonprofit agency, to conduct a project entitled "San Francisco's Long Term Care Integration Pilot Project." The purpose of this project is to complete planning for an innovative long-term care service delivery system for frail elderly and disabled adults in San Francisco. Ms. Tangerine Brigham of DPH states that this system will improve access to long-term care services by stressing the importance of home and community-based alternatives to institutionalization.

The detailed planning to be funded under this proposed grant is designed to enable, specifically, (1) an evaluation of all alternatives for initial governance structure and the recommendation of a permanent and/or transitional long-term care services agency; (2) the development of administrative structures and functions required to implement fee for service managed care; (3) the gathering and analyzing of Medi-Cal and other data required to develop a capitated long-term care service delivery

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BUDGET ANALYST

system; and (4) the determination of the waiver authority needed for each phase of delivery¹.

Budget: The grant budget will support the following contractual services: (1) a full-time project director; (2) financial/data/actuarial consultation; (3) meeting facilitation consultation; and (4) a consultant on issues concerning capitated long-term care for the younger disabled population. DPH selected the Haight Ashbury Free Clinic on a sole-source basis to contract with the Department to provide fiscal agent services to administer the grant (see Comment No. 2). The Attachment, provided by DPH, contains the budget details in the amount of \$119,250.

Required Match: None

Indirect Costs: \$5,680

Comment: 1. According to Ms. Brigham, the proposed resolution authorizes DPH to accept the grant retroactively since DPH entered into this agreement with the California HealthCare Foundation on November 30, 1998, and accepted the grant funds on December 17, 1998, prior to obtaining approval from the Board of Supervisors. None of the subject grant funds have been expended, according to Ms. Brigham.

2. Ms. Brigham advises that the Haight Ashbury Free Clinic was selected on a sole source basis to provide fiscal agent services to administer this grant and to provide consultation services for this plan because the services required are similar to services which were provided last year by the Haight Ashbury Clinic under a grant from the California Endowment Community Health Investment Program and approved by the Board of Supervisors (File No. 98-313).

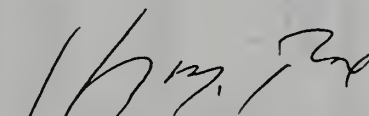
¹ Ms. Brigham states that a Federal Waiver is required when changes are made to the delivery of a Federal program. This proposed planning project will develop ways to change Medi-Cal's delivery by providing alternatives to the current service delivery system of institutionalization for frail elderly and disabled adults. As part of this planning project and in preparation for the implementation of these alternatives, the waiver authority required by the Federal government will be determined by DPH and the State.

3. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by the California HealthCare Foundation for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

4. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into similar agreements with the California HealthCare Foundation if the grant recurs or is renewed.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the California HealthCare Foundation if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Leno
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Newsom
Supervisor Teng
Supervisor Yaki
Supervisor Yee

Clerk of the Board
Controller
Gail Feldman
Matthew Hymel
Steven Kawa
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

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DPH PLANNING

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BUDGET FOR THE DEVELOPMENT OF A COMPREHENSIVE LONG-TERM CARE DELIVERY SYSTEM

Foundation Grant	Hours	Hourly Rate	
Project Director (100%)	\$71,500	2,000	\$35.75 Overall responsibility for detailed planning and implementation of San Francisco's Long-Term Care Integration Pilot Project
Financial/Data/Actuarial Consultation	\$27,745	220	\$126.00 Undertake analysis of service and expenditure data for the Medi-Cal eligible target population
Meeting Facilitation Consultation	\$2,000	25	\$80.00 Facilitate community meetings and Task Force retreats and meetings
Younger Disabled Adult Consultation	\$2,000	Not Applicable*	Obtain information and assistance on capitated long-term care for younger disabled population.
Total Direct Contractual Services	\$103,245		
Haight Ashbury Administrative Costs (10%)	\$10,325		Administrative costs required for the Haight Ashbury Free Clinics, Inc.
Total Contractual Services	\$113,570		
City Indirect Costs (5%)	\$5,680		Indirect costs required for the City and County of San Francisco.
Total Grant Award	\$119,250		

* Please note that the California HealthCare Foundation has added \$2,000 to our project budget so that John Bott, formerly with the Community Living Alliance (CLA) in Madison, Wisconsin, can travel to San Francisco to provide information to DPH about CLA's experience in Wisconsin with capitated long term care for the younger disabled population. Mr. Bott's hourly rate and travel expenses will be determined by the Foundation, not to exceed \$2,000.



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Greg Hobson

Thursday, February 11, 1999

1:00 PM

City Hall, Room 263

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

DOCUMENTS DEPT.

MEETING CONVENED

FEB 22 1999

The meeting convened at 1:03 P.M.

REGULAR AGENDA

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990080 [Mental Health Services Agreement]

Resolution authorizing the Department of Public Health to enter into an agreement with the California Pacific Medical Group, Inc., dba Brown & Toland Medical Group, which includes indemnification and binding arbitration clauses and does not include patent infringement indemnification and false claims clauses. (Department of Public Health)

1/12/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Departmental Representative: Louise Rogers, Assistant Director of Managed Care, Department of Public Health. In Support: None. Opposed: None. Amended. On Page 1, line 2 insert "retroactively" before "authorizing". After "authorizing" add "from May 1, 1998". On Page 1, line 22, insert "retroactively" before "authorized". After "authorized" add "from May 1, 1998".

AMENDED.

Resolution retroactively authorizing from May 1, 1998, the Department of Public Health to enter into an agreement with the California Pacific Medical Group, Inc., dba Brown & Toland Medical Group, which includes indemnification and binding arbitration clauses and does not include patent infringement indemnification and false claims clauses. (Department of Public Health)

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990081 [Mental Health Services Agreement]

Resolution authorizing the Department of Public Health to enter into an agreement with the San Francisco Health Authority, dba the San Francisco Health Plan, which includes binding arbitration and payment disputes clauses and does not include patent infringement indemnification and false claims clauses. (Department of Public Health)

1/12/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Departmental Representative: Louise Rogers, Assistant Director, Managed Care, Department of Public Health. In Support: None. Opposed: None. Amended. On Page 1, line 3 before "authorizing" insert "retroactively". After "authorizing" add "from July 1, 1998,". On Page 2, line 7 after "hereby" insert "retroactively" and after "authorized" insert "from July 1, 1998,".

AMENDED.

Resolution retroactively authorizing from July 1, 1998, the Department of Public Health to enter into an agreement with the San Francisco Health Authority, dba the San Francisco Health Plan, which includes binding arbitration and payment disputes clauses and does not include patent infringement indemnification and false claims clauses. (Department of Public Health)

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990122 [DPH - State Dept of Mental Health Performance Contract, FY 1998-1999]

Resolution authorizing the Department of Public Health, Public Health Division, Community Mental Health Services, to enter into the fiscal year 1998-1999 performance contract with the State Department of Mental Health, which includes indemnification clauses and does not include patent infringement indemnification and false claims clauses. (Department of Public Health)

1/20/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Lucille Burlew-Lawler, Grants Manager, Department of Public Health. In Support: None. Opposed: None.

RECOMMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

981986 [Domestic Violence Task Force]

Supervisor Kaufman

Resolution rescinding Resolutions No. 131-86 and 604-88, which established and extended the Domestic Violence Task Force, thereby terminating the Domestic Violence Task Force; thanking the members of the Domestic Violence Task Force for their efforts.

11/23/98, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Public Health and Environment Committee. New committee structure.

Heard in Committee. Speakers: Departmental Representative: Gail Stein, representing Supervisor Barbara Kaufman. In Support: None. Opposed: None.

RECOMMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

981744 [Ammunition Sales Registration]

Supervisors Yaki, Leno, Katz

Ordinance amending Police Code by amending Section 618, to require vendors to obtain the thumbprint or fingerprint of persons purchasing firearm ammunition.

(Amends Section 618.)

10/19/98, ASSIGNED UNDER 30 DAY RULE to Housing and Neighborhood Services Committee, expires on 11/18/1998.

11/9/98, SUBSTITUTED.

11/9/98, ASSIGNED to Housing and Neighborhood Services Committee. City Attorney approved as to form.

12/3/98, CONTINUED TO CALL OF THE CHAIR. Heard in Committee. In Support: None. Opposed: Peter Buxton.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

2/3/99, TRANSFERRED to Public Health and Environment Committee.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

981755 [Ammunition Sale Prohibition]**Supervisors Yaki, Leno, Katz,
Bierman**

Ordinance amending Police Code by adding Section 613.10-2, to prohibit sales of firearm ammunition during the weeks immediately preceding New Year's Eve and the Fourth of July.

(Adds Section 613.10-2.)

10/19/98, ASSIGNED UNDER 30 DAY RULE to Housing and Neighborhood Services Committee, expires on 11/18/1998.

11/9/98, SUBSTITUTED.

11/9/98, ASSIGNED to Housing and Neighborhood Services Committee. City Attorney approved as to form.

12/3/98, CONTINUED TO CALL OF THE CHAIR. Heard in Committee. In Support: None. Opposed: Peter Buxton.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

2/3/99, TRANSFERRED to Public Health and Environment Committee.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

The meeting adjourned at 1:20 P.M.

CITY AND COUNTY



OF SAN FRANCISCO DOCUMENTS DEPT.

FEB 11 1999

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

February 9, 1999

TO: *Public Health and Environment Committee*
FROM: *Budget Analyst Recommendations for meeting of*
SUBJECT: *February 11, 1999 Public Health and Environment Committee Meeting*

Item 1 - File 99-0080

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health to enter into an agreement with the California Pacific Medical Group, Inc., d.b.a Brown & Toland Medical Group, which includes indemnification and binding arbitration clauses and which does not include patent infringement indemnification and false claims clauses.

Description: The proposed resolution authorizes the Department of Public Health (DPH), Community Mental Health Services to enter into an agreement with California Pacific Medical Group, Inc., d.b.a Brown & Toland Medical Group (BTMG) for DPH's Community Mental Health Services to provide mental health services, including child crisis services, to enrollees of the BTMG.

The BTMG operates a health care service plan, according to Ms. Louise Rogers of the DPH. Ms. Rogers states that

the DPH's Community Mental Health Services would provide enrollees of the BTMG with the following services:

- (a) Psychiatric Assessment & Treatment/Crisis Intervention
- (b) Individual Mental Health Therapy

The term of the proposed agreement is for a one-year period from May 1, 1998 through April 30, 1999 (see Comment No. 1).

Under the proposed agreement, the DPH would be reimbursed by the BTMG at the following rates for providing the above-noted services:

<u>Service</u>	<u>Hourly Rate</u>
Psychiatric Assessment & Treatment/Crisis Intervention	\$147
Individual Mental Health Therapy	\$94

Ms. Rogers estimates that the DPH will be reimbursed approximately \$50,000 by BTMG over the term of the proposed agreement. The Attachment to this report, provided by Ms. Rogers, explains the basis for this estimated amount of \$50,000.

Comments:

1. According to Ms. Rogers, the DPH has provided mental health services to the enrollees of BTMG since May 1, 1998. Therefore, this resolution should be amended to provide for retroactive approval of the proposed agreement to May 1, 1998.

2. According to Ms. Jean Fraser of the City Attorney's Office, as a condition of entering into the subject contract agreement (the "Agreement") with the BTMG, the City agreed to (1) indemnify the BTMG and (2) submit all claims arising out of the Agreement to binding arbitration. Ms. Fraser explains that indemnifying the BTMG would not place the DPH and the City at undue risk, and would only indemnify the BTMG in those cases

wherein an agent of the DPH or the City has been negligent or engaged in willful misconduct.

3. Ms. Fraser also advises that the Agreement would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the Agreement include an indemnification of the City by BTMG for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Fraser, these requirements apply when the City purchases goods or services, not when the City receives funds from a contract agreement. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

Recommendations:

1. In accordance with Comment No. 1 above, amend the proposed resolution to provide for retroactive approval to May 1, 1998 of the proposed agreement between the DPH and the BTMG.
2. Approve the proposed resolution as amended.

City and County of San Francisco
Department of Public Health
POPULATION HEALTH AND PREVENTION

Louise Rogers
Assistant Director, Community Mental Health Services
1380 Howard Street
San Francisco, CA 94103
(415) 255-3416



Date: February 8, 1999
To: Gabe Cabrera
Budget Analyst
From: Louise Rogers *[Signature]*
Subject: Rationale for Projected Revenue from Brown and Toland Agreement

The Department of Public Health expects to receive approximately \$50,000 in FY 98-99 pursuant to the agreement with Brown and Toland Medical Group through which Community Mental Health Services will provide crisis services to Brown and Toland members on a fee-for-service basis. The Department expects to receive \$46,305 for 315 units of crisis service at \$147 a unit. In addition, the Department expects to receive \$3,760 for 40 units of outpatient service at \$94 a unit. Thus, the total expected revenue is \$50,000, the sum of \$46,305 and \$3,760.

Please let me know if you have any further questions.

Item 2 – File 99-0081

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health to enter into an agreement with the San Francisco Authority d.b.a. the San Francisco Health Plan, which includes binding arbitration and payment disputes clauses and which does not include patent infringement, indemnification and false claims clauses.

Description: The proposed resolution authorizes the Department of Public Health (DPH), Community Mental Health System to enter into an agreement with the San Francisco Health Authority d.b.a. the San Francisco Health Plan (SFHP) for DPH's Community Mental Health System to provide or arrange for the provision of mental health and substance abuse treatment services to enrollees of the Healthy Families Program and employees of the In Home Support Services (IHSS) Program.

According to Ms. Louise Rogers of the DPH, the SFHP, which is a health management organization operated by the local, public entity of the San Francisco Health Authority¹, has entered into (a) an agreement with the Managed Risk Medical Insurance Board (MRMIB)² for the SFHP to provide mental health and substance abuse treatment services to the enrollees of the Healthy Families Program, and (b) an agreement with the IHSS Public Authority for the SFHP to provide mental health and substance abuse treatment services to the employees of the IHSS Program.

Ms. Rogers states that the DPH's Community Mental Health System operates a mental health provider system, which includes outpatient mental health facilities owned and operated by the City, mental health professionals employed by the City, and contracts with inpatient and

¹ The San Francisco Health Authority was created by an amendment to the City's Administrative Code in November of 1994, distinct from the City and County of San Francisco, to operate the SFHP.

² The MRMIB was created in 1990 with a board mandate to advise the Governor and the Legislature on strategies for reducing the number of medically uninsured persons in the State. The MRMIB administers four health care programs, including the Healthy Families Program.

BOARD OF SUPERVISORS

BUDGET ANALYST

outpatient mental health and substance abuse treatment facilities and licensed mental health professionals.

According to Ms. Rogers, the DPH's Community Mental Health System would provide enrollees of the Healthy Families Program and the IHSS Program with various inpatient and outpatient mental health and substance abuse treatment services. Attachment I, provided by Ms. Rogers, contains a list of these inpatient and outpatient mental health and substance abuse treatment services.

The term of the proposed agreement is for a one-year period from July 1, 1998 through June 30, 1999 (see Comment No. 1).

According to this resolution, unless terminated, the proposed agreement (a) would be automatically renewed each year, without approval from the Board of Supervisors, and (b) would authorize the Director of Public Health and/or the Health Commission to make amendments to the proposed agreement without approval from the Board of Supervisors.

Under the proposed resolution, the DPH would be reimbursed by the SFHP at the following capitation rates³ for providing the above-noted services:

<u>Program</u>	<u>Capitation Rate</u>
Healthy Families Program	\$0.98
IHSS Program	\$4.80

According to Ms. Rogers, the capitation rate for the IHSS Program is higher than that of the Healthy Families Program because the enrollees of the Healthy Families Program, who are children, require fewer mental health and substance abuse treatment services than the employees of the IHSS Program, who are adults. As a result, according to Ms. Rogers, the per person cost of providing mental health and substance abuse treatment services to Healthy Family Program enrollees is less expensive than that cost for IHSS Program employees.

³ A capitation rate is a uniform fee charged on a monthly basis for each person, according to Ms. Rogers.

Ms. Rogers advises that this cost differential in the provision of services is reflected in the above-noted capitation rates.

Ms. Rogers estimates that over the one-year term of the proposed agreement, the DPH will be reimbursed approximately \$60,000 by the SFHP for the above-noted mental health and substance abuse treatment services to be rendered by the DPH for the enrollees of the Healthy Families Program and employees of the IHSS Program. Attachment II, provided by Ms. Rogers, explains the basis for this estimated amount of \$60,000.

Comments:

1. According to Ms. Rogers, the DPH has offered mental health and substance abuse treatment services to the enrollees of the Healthy Families Program and the employees of the IHSS Program since July 1, 1998. Therefore, this resolution should be amended to provide for retroactive approval of the proposed agreement to July 1, 1998.

2. According to Ms. Jean Fraser of the City Attorney's Office, as a condition of entering into the proposed agreement (the "Agreement") with the SFHP, the City must agree to submit all claims arising out of the Agreement to binding arbitration.

3. Ms. Fraser also advises that the Agreement would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the Agreement include an indemnification of the City by the SFHP for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Fraser, these requirements apply when the City purchases goods or services, not when the City receives funds from a contract agreement. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

Recommendations:

1. In accordance with Comment No. 1 above, amend the proposed resolution to provide for retroactive approval to

July 1, 1998 of the proposed agreement between the DPH and the SFHP.

2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since (1) the proposed agreement would be automatically renewed each year without approval by the Board of Supervisors, and (2) the Director of Public Health and/or the Health Commission would be authorized to make amendments to (a) the proposed agreement and (b) any future, automatically-renewed agreements, without approval by the Board of Supervisors.

EXHIBIT A CAPITATED PROVIDER SERVICES

San Francisco Health Plan
DIVISION OF FINANCIAL RESPONSIBILITY for Mental Health Services

SERVICES AND RESPONSIBILITIES UNDER THIS AGREEMENT, WHEN A CAPITATED PROVIDER SERVICE UNDER THE MEMBER'S EOC INCLUDE:

<u>SERVICES</u>	<u>OUTPATIENT</u>	<u>INPATIENT</u>
Ambulance Transportation - initial (emergency) referral To Full Service Hospital To Psychiatric Hospital	IPA/Hospital Mental Health Network	IPA/Hospital Mental Health Network
Ambulance Transportation - subsequent (non-emergency) referral, includes interfacility transfers To Full Service Hospital To Psychiatric Hospital or Rehab Home	IPA/Hospital Mental Health Network	IPA/Hospital Mental Health Network
Biofeedback	Mental Health Network	Mental Health Network
Chemical Dependency, acute detoxification only Professional Facility	IPA/Hospital IPA/Hospital	IPA/Hospital IPA/Hospital
Chemical Dependency, rehabilitation Professional Facility	Mental Health Network Mental Health Network	Mental Health Network N/A
Counseling & Psychotherapy Individual & Family Group	Mental Health Network Mental Health Network	Mental Health Network Mental Health Network
Day Treatment	Mental Health Network	Mental Health Network
Diagnostic Testing and Interpretation (Scoring) of Mental Health Diagnostic Tests	Mental Health Network	Mental Health Network
ECT	Mental Health Network	Mental Health Network
Emergency Department Services Emergency Department Professional in Full Service Hospital Emergency Department Mental Health Professional Facility (includes ancillary tests) for initial evaluation	IPA/Hospital Mental Health Network IPA/Hospital	N/A N/A N/A
Hospital Care, including room/board, nursing and ancillary services for acute psych and sub-acute/SNF psych beds	N/A	Mental Health Network
Hypnotherapy	Mental Health Network	Mental Health Network
Injections and injected substances Office Based - administered by physician	Mental Health Network	N/A
Laboratory** Ordered by Mental Health Professional Ordered by Medical Group Professional	Mental Health Network IPA/Hospital	Mental Health Network IPA/Hospital

SERVICES	OUTPATIENT	INPATIENT
Medical Supplies dispensed in: Mental Health Professional Office Psychiatric Hospital	Mental Health Network N/A	Mental Health Network Mental Health Network
Out-of-Area or Out-of-Network Mental Health Care (includes emergency room and emergency admissions) Professional Facility	Mental Health Network Mental Health Network	Mental Health Network Mental Health Network
Pharmacologic Management	Mental Health Network	Mental Health Network
Pharmacy	SFHP (prescription drugs only)	Mental Health Network (includes inpatient and discharge drugs)
Professional Services (Psychiatrist MD, PhD and other mental health professionals)* Office Home Other Outpatient (ER, SNF) Inpatient Hospital * office visits, attending and consulting professional services	Mental Health Network Mental Health Network Mental Health Network N/A	N/A N/A N/A Mental Health Network
Radiology (Diagnostic Imaging) Ordered by Mental Health Professional Ordered by Medical Group Professional	Mental Health Network IPA/Hospital	Mental Health Network N/A
Any other Mental Health Service covered by the applicable Evidence of Coverage not listed above Professional Facility	Mental Health Network Mental Health Network	Mental Health Network Mental Health Network

** = Pre-admission services performed on an outpatient basis by hospital (including, but not limited to the technical component of laboratory, radiology/imaging and other diagnostic tests) which result in a hospital admission are expressly considered to be the financial responsibility of the hospital under the applicable per diem, case rate or capitation payment.

For Healthy Families, services that are carved out by MRMIB, such as vision care, dental care, CCS services and mental health SED services, are Non Covered Services under this Agreement.

Capitated Provider Services do not include the following services:

- (i) Outpatient drugs and medications, except for take-home drugs customarily provided by a mental health facility upon patient discharge or drugs and medications customarily dispensed without charge by Provider's outpatient treatment centers;
- (ii) MRIs or CT Scans for the purpose of diagnosis of organic or physical conditions;
- (iii) Acute detoxification of the type and nature customarily provided by acute care hospitals.

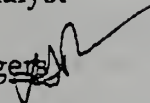
City and County of San Francisco
Department of Public Health
POPULATION HEALTH AND PREVENTION

Louise Rogers
Assistant Director, Community Mental Health Services
1380 Howard Street
San Francisco, CA 94103
(415) 255-3416



Date: February 8, 1999

To: Gabe Cabrera
Budget Analyst

From: Louise Rogers 

Subject: Rationale for Projected Revenue from San Francisco Health Plan Agreement

The Department of Public Health expects to receive approximately \$60,000 in FY 98-99, pursuant to the agreement with the San Francisco Health Plan through which Community Mental Health Services will provide or arrange for the provision of behavioral health services to the Health Plan's Healthy Families and IHSS Program Members in exchange for a capitated rate. The Department expects to receive \$0.98 per member, per month for 2,000 Healthy Families members. This amounts to \$23,520 for 12 months. In addition, the Department expects to receive \$4.80 per member, per month for approximately 1900 IHSS members. This amounts to \$36,480 for 4 months, since IHSS members will not enroll until after March. Thus, the total expected revenue is \$60,000, the sum of \$23,520 and \$36,480.

Please let me know if you have any further questions.

Item 3 – File 99-0122

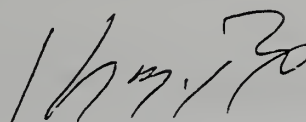
- Department:** Department of Public Health (DPH)
Community Mental Health Services
- Item:** Resolution authorizing the Department of Public Health (DPH), Community Mental Health Services, to enter into the FY 1998-99 Performance Contract with the State Department of Mental Health, which includes indemnification clauses and does not include patent infringement indemnification and false claims clauses.
- Description:** State Assembly Bill 1288 established the annual County Performance Contract as the basis for State allocations for County mental health services. This Performance Contract must be approved by the Board of Supervisors prior to its submission to the State. The proposed resolution would provide approval of the San Francisco City and County Performance Contract for mental health services provided during Fiscal Year 1998-99.
- Mr. Bill McConnell of the Department of Public Health (DPH), Community Mental Health Services, reports that the State requires that the Performance Contract contain: (a) general assurances of the City regarding maintenance of effort; (b) administrative assurances regarding County compliance with Federal and State regulations; (c) a commitment to continue supplying selected client and cost information data; (d) compliance with basic service delivery principles; and (e) submission of documents pertaining to various State regulations.
- Comment:** 1. Mr. McConnell advises that for FY 1997-98, the DPH Community Mental Health Services received a total allocation of approximately \$48,571,081 from the State Department of Mental Health in State Realignment Funds. In FY 1998-99, the DPH Community Mental Health Services was allocated approximately \$47,571,084 in State Realignment Funds, or a decrease of \$999,997. According to Mr. McConnell, the proposed Performance Contract is consistent with the FY 1998-99 DPH Community Mental Health Services budget, as approved by the Board of Supervisors.

2. Mr. McConnell reports that because of delays with the State in receiving the contract document and extensive negotiations regarding State approved hospital rates and the final allocation to DHP Community Mental Health Services, the Performance Contract for FY 1998-1999 is being submitted for approval at this time.

3. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.9 of the City's Administrative Code that the contract include an indemnification of the City by the State Department of Mental Health for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the contract include a paragraph reciting the false claim provision contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these waivers are standard and pose minimal risk to the City. In addition, the proposed resolution authorizes the inclusion in the contract of an indemnification provision by which the City would indemnify the State. Ms. Fraser states that this provision would require the City to defend and pay damages assessed against the State arising out of negligence by the City in the performance of the proposed contract. Ms. Fraser advises that the City has entered into numerous contracts with the State which include similar indemnification provisions and waivers and that the risk of liability to the City is minimal.

Recommendation: Approve the proposed resolution.

Memo to Public Health and Environment Committee
February 11, 1999 Public Health and Environment Committee Meeting



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Becerril
President Ammiano
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Gail Feldman
Matthew Hymel
Stephen Kawa
Ted Lakey

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OF SAN FRANCISCO

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

FEB 25 1999

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February 23, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: February 23, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-0202

Department: Department of Public Health
Population and Prevention Division

Item: Resolution authorizing the Department of Public Health (DPH) to enter into a Memorandum of Understanding (MOU) with the University of California San Francisco in the amount of \$73,487 to conduct a research study of inadequate follow-up of mammography abnormalities, retroactive to July 1, 1998. The Contract/MOU contains an indemnification clause and patents and rights in data clauses and does not include patent infringement indemnification and false claims clauses.

Amount: \$73,487

Contract Period: Retroactive to July 1, 1998 and extending to June 30, 1999 (See Comment No. 1)

Source of Funds: University of California San Francisco (UCSF) Breast Cancer Research Program

Description: The proposed resolution would authorize the DPH to enter into a Memorandum of Understanding (MOU) with the University of California, San Francisco (UCSF) for DPH to conduct a study titled "Inadequate Follow-up of Mammography Abnormalities," as part of the Breast Cancer Research Program (BCRP). The amount of this contract is \$73,487, payable by UCSF to DPH.

The study seeks to investigate factors in the personal and social environment of African American women in the Bayview Hunters Point area and their health care delivery system, which may be associated with inadequate follow-up of mammography abnormalities. This study is a collaborative effort between the City's Department of Public Health's Community Epidemiology and Disease Control Section, the Bayview Hunters Point (BVHP) Health Task Force, and the University of California's Breast Cancer Research Program.

Budget: The Attachment provided by DPH includes the proposed budget for the study for which UCSF is to reimburse DPH.

Required Match: None

Indirect Costs: The proposed contract includes indirect costs in the amount of \$8,643 or 13.3 percent of direct costs of \$64,844.

Comments: 1. The proposed contract would be effective retroactive to July 1, 1998. However, according to Ms. Lucille Burlew-Lawler of DPH, due to several contract revisions by both the DPH and UCSF, the contract was not finalized until January of 1999. According to Ms. Burlew-Lawler, no expenditures have been incurred against the proposed contract.

2. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.9 of the City's Administrative Code that the contract include an indemnification of the City UCSF for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the contract include a paragraph reciting the false claim

BOARD OF SUPERVISORS
BUDGET ANALYST

provision contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these waivers are standard and pose minimal risk to the City. In addition, the proposed resolution authorizes the inclusion in the contract of an indemnification provision by which the City would indemnify The Regents of the University of California. Ms. Fraser states that this provision would require the City to defend and pay damages assessed against The Regents of the University of California arising out of negligence by the City in the performance of the proposed contract. Ms. Fraser advises that the City has entered into numerous contracts with The Regents of the University of California, which include similar indemnification provisions and waivers and that the risk of liability to the City is minimal. Ms. Fraser also indicates that the provision giving UCSF rights to the data is a standard term in all grants and presents no risk to the City.

Recommendation: Approve the proposed resolution.

ROSS
554-7642

Co-Principal Investigator: Daranola Cabral Evins, DrPH, F

Co-Principal Investigator: Arthur Coleman, MD

FORM 7A

Marion Lee, PhD

This form is required for all applications.

Please follow instructions in Chapter 11.

YEAR 1 DETAILED BUDGET (Direct Costs Only)							
					FROM July 1, 1999 through June 30, 1999		
PERSONNEL (Signing organization only)		1 % FTE Appt.	2 % FTE on project	3 % FTE salary request	DOLLAR AMOUNT REQUESTED (Omit cents)		
NAME	ROLE IN PROJECT				SALARY	FRINGE BENEFITS	TOTALS
Cabral Evins, D	Principal Invest	100	15	15	9762.00	2440.50	12202.50
Reiter, R.	Soc. Epidemiolog	100	5 Inkind	0	0	0	0
Porco, T.	Biostatistician	100	5 Inkind	0	0	0	0
TBA	Project Coord.	50	50	50	15191.00	3798.00	18989.00
TBA	Interviewer	50	50	50	6328.00	1582.00	7910.00
TBA	Interviewer	50	50	50	6328.00	1582.00	7910.00
SUBTOTALS:					37609.00	9402.50	47011.50
SUBCONTRACTED COLLABORATIVE PARTNERS, CONSULTANTS AND CONTRACTUAL COSTS (Itemize)							
Coleman, A. Co-Principal Investigator: Salary at 10% effort (\$10,732)							11532.00
BCRP Meeting (Travel) (\$500.00)							
Telephone Service for Project (\$300.00)							
SUPPLIES and EXPENSES (Itemize by category) Stipends: survey participants (\$25x100);							
focus group participants (\$25x42); Advisory Committee (\$50x4x2 meetings).							4400.00
Refreshments: focus groups and CAB meetings (\$450.00)							100.00
Office Supplies							Inkind
Office Space (Coleman Clinic Building in Bayview Hunters Point)							500.00
Photo copying (\$350) Stamps (\$150.00)							
EQUIPMENT (Itemize)							
Computer Equipment							Inkind
Office Furniture							Inkind
Tape Recorder							Inkind
TRAVEL	ANNUAL BCRP MEETING						1000.00
	PROJECT-RELATED TRAVEL						300.00
	SCIENTIFIC MEETING(S)						
TOTAL DIRECT COSTS FOR YEAR 1							64843.50
TOTAL INDIRECT COSTS FOR YEAR 1							8643.00
TOTAL COSTS FOR YEAR 1							73486.50

Item 2 – File 99-0198

Department: Public Utilities Commission (PUC)

Item: Resolution approving a water pump station relocation agreement (Relocation Agreement) between the City and County of San Francisco and the State of California Department of Transportation (CalTrans), which would provide for the construction of a new water pump station and the option to purchase an easement for the new pump station.

Amount: \$6,032,384 in total

Source of Funds: The current balance in Bay Bridge Pump Station Project account is \$6,036,982, according to Mr. Carlos Jacobo of the PUC, which was the amount appropriated in the FY 1998-1999 budget.

Costs: The Attachment provided by Ms. Karen Kubick of the Public Utilities Commission (PUC) contains the total estimated costs of \$6,032,384 associated with the new water pump station. This amount is composed of \$3,836,620 for construction; \$1,100,000 for the purchase of an easement from the State for the use of the Main and Bryant site for the new water pump station; \$125,000 for pipe retrofit construction; and \$970,764 in additional costs to the PUC for permits and construction management.

Description: The Public Utilities Commission owns and operates a water pump station that is located in one of the piers under the San Francisco-Oakland Bay Bridge. From this location, the water pump station provides potable water to Treasure Island and Yerba Buena Island and provides fire protection on the western side of the Bay Bridge.

In 1937, the City and the State of California entered into an agreement (the 1937 Agreement) under which the City obtained the right to maintain water lines and the existing pump station on the Bay Bridge. The 1937 Agreement provided that if the State is involved in repair work on the Bay Bridge and if the City's facilities would interfere with such repair work, the City's facilities must

BOARD OF SUPERVISORS

BUDGET ANALYST

be removed at the expense of the City. The State Department of Transportation (CalTrans) is commencing seismic safety retrofitting of the western side of the Bay Bridge, and, according to Mr. Charles Sullivan of the City Attorney's Office, the PUC's existing water pump station must be removed.

Under the proposed Relocation Agreement, a new, larger water pump station would be constructed on State property located at the Main and Bryant site one block away from the existing water pump station and not under the Bay Bridge. Also under the proposed Relocation Agreement, the PUC would have the option to purchase an easement from the State for the permanent use of that site by the PUC. The PUC currently estimates that the easement will cost \$1,100,000, according to Ms. Kubick.

Comments:

1. According to Ms. Kubick, the new water pump station would be larger than the existing one, and would be capable of meeting the needs of development on Treasure Island and Yerba Buena Island. The existing water pump station would not be able to meet these needs.

2. On February 2, 1998, the PUC and CalTrans entered into a Letter of Intent, which, according to Mr. Sullivan, reaffirms the PUC's obligations under the 1937 Agreement between the State and the PUC.

3. Ms. Kubick points out that two options are available to the PUC. The preferred option for the PUC is the proposed Relocation Agreement, which would cost \$6,032,384. The second option would cost \$1,582,380 more than the proposed option, or a total of \$7,614,764, and would involve removing the existing water pump and subsequently returning it to the current location in Bay Bridge pier, after repairs to the Bay Bridge are completed by the State. This second option would not provide the City with the increased water pumping capacity needed to serve the needs of development on Treasure Island and Yerba Buena Island.

4. Mr. Sullivan explains that, under the proposed Relocation Agreement, if the PUC decides to exercise the option to purchase the easement located at the Main and

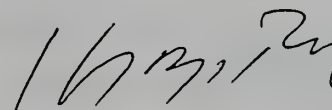
BOARD OF SUPERVISORS

BUDGET ANALYST

Bryant site, then the new water pump station would be permanently located at the Main and Bryant site and could be removed only if the State condemned the subject property.

5. As noted above, the PUC currently estimates the easement to cost \$1,100,000. However, upon obtaining Board of Supervisors approval of the proposed resolution, the PUC and the State will each retain independent appraisers to determine the Fair Market Value (FMV) of the easement. Mr. Sullivan explains that although the PUC will seek input from the Department of Real Estate, the proposed Relocation Agreement requires the PUC and the State to retain independent appraisers. According to Mr. Gary Dowd of the PUC, the cost of retaining the outside appraiser for the PUC is estimated to be at least \$25,000.

Recommendation: Approve the proposed resolution.


Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Gail Feldman
Matthew Hymel
Stephen Kawa
Ted Lakey

Attachment

	Construction
Pump Station Demolition	\$ 113,870
Construct New Pump Station	\$ 2,438,750
W1 Piping	\$ 59,000
Pipeline Modification on Bridge	\$ 1,100,000
Subtotal	\$ 3,711,620
Impact to W-1 Retrofit Construction	\$ 125,000
Total Construction Cost	\$ 3,836,620
Land Cost	\$ 1,100,000
TOTAL	\$ 5,081,620
ADDITIONAL Cost SFPUC	
Construction Management	\$ 653,764.00
Environmental Monitoring, A/E Services	
Art Commission	\$ 17,000.00
Permits, Construction Support	\$ 300,000.00
Total Additional	\$ 970,764.00
TOTAL	6,032,384.00
Funding Source	
Bay Bridge Pump Station	
Project CUW203 SF PUC Capital Projects	
1996 Bond Fund	
Alternative Two	
Temporary Station for Two Years	\$1,860,000
Relocate New PS to W-1, Additional Land from C/T	\$3,500,000
W1 Piping	\$ 59,000
Pipeline Modification on Bridge	\$ 1,100,000
Subtotal	\$ 6,519,000
Impact to W-1 Retrofit Construction	\$ 125,000
Total Construction Cost	\$ 6,644,000
ADDITIONAL Cost SFPUC	
Construction Management	\$ 653,764.00
Environmental Monitoring, A/E Services	
Art Commission	\$ 17,000.00
Permits, Construction Support	\$ 300,000.00
Total Additional	\$ 970,764.00
TOTAL	7,614,764.00



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Greg Hobson

Thursday, February 25, 1999

1:00 PM

City Hall, Room 263

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

Meeting Convened

The meeting convened at 1:02 P.M. Supervisor Brown was noted present at 1:15 P.M.

CONSENT AGENDA

990202 [Contract, DPH - University of California]

Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to enter retroactively into a subcontract in the amount of \$73,487 with the University of California, the primary contractor, to conduct a research study of inadequate follow-up of mammography abnormalities, which includes an indemnification clause and patents and rights in data clauses and which does not include patent infringement indemnification and false claims clauses; retroactive to July 1, 1998. (Department of Public Health)

2/3/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

RECOMMENDED..

990198 [Water Pump Station Relocation]

Resolution approving a water pump station relocation agreement between the City and County of San Francisco and the State of California Department of Transportation, which includes an option to purchase an easement for the new pump station. (Public Utilities Commission)

2/3/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

RECOMMENDED..

The foregoing items were acted upon by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

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REGULAR AGENDA

990048 [Catastrophic Sick Leave and Long-Term Disability Task Force]**Supervisors Ammiano, Yaki,
Bierman, Brown, Katz**

Resolution establishing a Catastrophic Sick Leave and Long-term Disability Task Force to review issues related to the City's catastrophic sick leave and long-term disability insurance programs for city employees and to make recommendations to the Board of Supervisors and setting forth the membership and duties of the task force.

1/11/99, ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Public Health and Environment Committee. New committee structure.

Heard in Committee. Speakers: Supervisor Tom Ammiano; Bill Barnes, Mayor's Office; Ed Gazzano, Department of Public Health. In Support: David Franks, San Francisco AIDS Foundation. Opposed: None. Supervisors Yaki, Bierman and Brown requested to be added as co-sponsors. Supervisor Katz requested by memorandum to be added as a co-sponsor. Amendment of the Whole bearing the same title presented in Committee by Supervisor Ammiano.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE.

Resolution establishing a Catastrophic Sick Leave and Long-term Disability Task Force to review issues related to the City's catastrophic sick leave and long-term disability insurance programs for city employees and to make recommendations to the Board of Supervisors and setting forth the membership and duties of the task force.

RECOMMENDED AS AMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990137 [Lead Hazard Reduction Citizens Advisory Committee Membership]**Supervisor Bierman**

Ordinance amending Health Code Section 1608 to delete subparagraph 1608(b)(13); to correct the number of committee members; renumbering subparagraphs 1608(b)(14) and (15); to clarify the intent of the Board that ex officio members are non-voting members of the committee and whose number is not to be considered in determining the quorum of the committee; and to make minor typographical corrections.

(Amends Section 1608.)

1/25/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: In Support: Abdalla Megahed. Opposed: None.

RECOMMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

The meeting adjourned at 1:24 P.M.



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: *Supervisors Sue Bierman, Amos Brown and Michael Yaki*

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: *Gregoire Hobson*

Thursday, March 11, 1999

1:00 PM

City Hall, Room 263

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

Meeting Convened

The meeting convened at 1:05 P.M. Supervisor Bierman was noted present at 1:08 P.M.

CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

Severed from Consent Agenda

990257 [Grant - Private]

Resolution authorizing the Department of Public Health, Population Health and Prevention, to accept retroactively and expend a grant in the amount of \$25,000 from the Open Society Institute, the Lindesmith Center, for the "Bridging the Gap" Conference and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

2/11/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Monique DeJohn, Budget Analyst; Barbara Garcia, Department of Public Health. In Support: None. Opposed: None. Amended. On Page 2, line 8 add a Further Resolved clause to read: The Controller should be urged to designate the position created under the grant as an "L" or Limited-Tenure position, which would terminate when the grant expires.

AMENDED.

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990263 [Grant - State]

Resolution authorizing the Department of Public Health, Population Health and Prevention, to accept retroactively and expend a grant in the amount of \$5,000 from the San Diego State University Foundation for the Kids' Plates Bike Helmet Safety Program and to enter into an agreement which includes an indemnification clause and which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

2/16/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: None. Amended. In the title on Page 1, line 3 and Page 2, line 18 replace "to accept retroactively" with "to retroactively accept".

AMENDED.

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Resolution authorizing the Department of Public Health, Population Health and Prevention, to retroactively accept and expend a grant in the amount of \$5,000 from the San Diego State University Foundation for the Kids' Plates Bike Helmet Safety Program and to enter into an agreement which includes an indemnification clause and which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

REGULAR AGENDA

990315 [Pacific Bell Giants Ball Park Environmental Impact]

Supervisors Ammiano, Katz

Hearing to consider the public health and environmental impact on the San Francisco Bay of 27,000 tons of exposed dirt suspected to contain higher than normal levels of toxins located on the construction site of the Pacific Bell Giants Ball Park on Third and King Streets.

2/17/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Ammiano; Carol Bach, Environmental Health Director, Port of San Francisco; Dr. Bob Stephens, Deputy Director, California Department of Toxic Substances Control; Jack Bair, Vice President and General Counsel, S.F. Giants and China Basin Ballpark Company; Amanda Spencer, Principal Hydrologist, Geomatrix Consultants, Inc.; Dr. Rajiv Bhatia, Medical Director, Environmental Health Section, Department of Public Health; Vic Pal, Regional Water Quality Management Board; Chris Gray, Chief of Staff, representing Supervisor Haggerty's Office, Oakland; Steve Bloom, Sierra Club; Amy Quirk, Alliance for Clean Water; Jennifer Clary, Alliance for Clean Water; Jeff Leibowitz; Mike Thomas, Community for a Better Environment; Charles White, Waste Management, Alameda County; Brian Bateman, Bay Area Air Management District; Ruth Gravanis, Alliance for a Clean Waterfront; Dennis Jordan.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Brown, Yaki

Absent: 1 - Bierman

981989 [Dioxin]

Supervisors Newsom, Leno,
Bierman

Resolution establishing dioxin as a high priority for immediate action for the City and County of San Francisco in order to restore water, air and total environment quality.

11/23/98, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Public Health and Environment Committee. New committee structure.

2/1/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

2/1/99, SUBSTITUTED. By Supervisor Newsom in Board.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE.

Heard in Committee. Speakers: Supervisor Newsom; Honorable Nancy Nadel, City of Oakland, Councilmember; Francesca Vietor, Director, Department of Environment; Owen Webb; Virgil Thomas; David Keith; John Marshall, Chlorine Chemistry; Dr. Jay Murray, Murray and Associates; Karen Susag, Endometriosis Association; Jon Commack, Health Industry Manufacturers Association; Myrto Petreas, California Environmental Protection Agency; Greg Karais; Ray Tomkins; Michael Green; Brad Angel, Executive Director, Environmental Justice; Susan Chang; Hal Carroll; Dr. Brian Linsey; Henry Clark, Executive Director, West County Toxics Coalition; Keith Trecker, Baxter Healthcare; Sabina Perez, Center for Environmental Health; Davis Baltz, Commonweal; Tai Simconi, Center for Environmental Health. Amended. On Page 3, line 19 after "free" insert "where appropriate alternative products composed of non-chlorinated materials are available and where any substitution for a PVC product must provide a less toxic alternative with concern for the full public health implications of the replacement, including infectious considerations."

AMENDED.

RECOMMENDED AS AMENDED by the following vote:

Ayes: 2 - Brown, Yaki

Absent: 1 - Bierman

ADJOURNMENT

Meeting adjourned at 3:48 P.M.

CITY AND COUNTY



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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

MAR 10 1999

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March 9, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: March 11, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-0257

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention, to accept retroactively and expend a grant in the amount of \$25,000 from the Open Society Institute, the Lindesmith Center, for the "Bridging the Gap" Conference and to enter into an Agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken.

Amount: \$25,000

Grant Period: Retroactive to December 21, 1998 and extending to December 20, 1999 (12 months)

Source of Funds: Open Society Institute, The Lindesmith Center (a non-profit organization)

Description: The proposed funds will be used to partially fund the conference titled, "Bridging the Gap: Integrating Traditional Substance Abuse and Harm Reduction

Memo to Public Health and Environment Committee
March 11, 1999 Public Health and Environment Committee Meeting

Services." The conference will implement a central goal of the Treatment on Demand Planning Council: integrating harm reduction strategies into treatment services for substance abuse. The conference will include workshops and panel discussions with local, national and international experts in the field. Participants will include 400 substance abuse treatment providers and those who provide services to individuals who use drug and alcohol. The conference will take place on May 3rd and 4th, 1999, in San Francisco.

According to Mr. Jim Stillwell of DPH, the cost of the conference is estimated to be \$35,000. Of this \$35,000, \$25,000 would be funded by the proposed grant. Of the additional \$10,000 needed for the conference, \$5,000 would be paid by The Drug Policy Foundation, a non-profit foundation, directly to a contractor, San Francisco Suicide Prevention, Inc. for brochure printing and mailings. The remaining \$5,000 would be funded by grants not yet identified.

- Required Match:** None
- Indirect Costs:** The proposed resolution provides for indirect costs of \$2,273, or 10 percent of direct costs of \$22,727.
- Budget:** Attachment I, provided by DPH, provides budget details for the proposed grant funds.
- Comments:**
1. The DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.
 2. Attachment II, provided by DPH, is the Grant Application Information Form.
 3. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the contract include an indemnification of the City by The Lindesmith Center for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the contract include a paragraph reciting the false claim provision contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser

of the City Attorney's Office, these waivers are standard and pose minimal risk to the City.

4. In addition, the proposed resolution authorizes the inclusion, in the contract, of an indemnification provision by which the City would indemnify The Lindesmith Center. Ms. Fraser states that this provision would require the City to defend and pay damages assessed against The Lindesmith Center arising out of negligence by the City in the performance of the proposed contract. Ms. Fraser advises that the risk of liability to the City of the proposed indemnification is minimal.

5. The proposed resolution to accept and expend grant funds would be retroactive to December 21, 1998. Mr. Stillwell advises that, due to administrative delays, the proposed resolution is now being submitted for approval. According to Mr. Stillwell, no expenditures have been incurred against the proposed grant.

6. As shown in Attachment I, the proposed grant would fund one half-time position for the conference. According to Mr. Stillwell, the new position would be a grant position and would be terminated when the one-year grant expires. The total personnel cost supported by the grant is \$5,684. The Budget Analyst recommends that the proposed resolution be amended to designate the new position as a "G" or Grant position so that the position would expire upon the termination of the grant.

Recommendations:

1. Amend the proposed resolution to designate the new position created under the grant as a "G" or Grant position.
2. Approve the proposed resolution as amended.

**Bridging the Gap: Integrating Traditional Substance
Abuse and Harm Reduction Services**

Conference Budget (12 Months)

<u>Expenses</u>	<u>TLC Grant</u>
Conference Planning Assistant (.50 FTE)	\$5684
Speaker Fees	\$2200
Facility Rental	\$4000
Equipment Rental	\$2000
Travel	\$6543
Conference Video taping	\$2300
<u>Subtotal</u>	<u>\$22,727</u>
<u>Indirect costs at 10%</u>	<u>\$ 2,273</u>
Total Requested	\$25,000

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

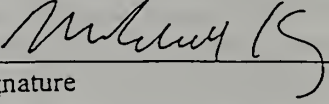
1. Department: Population Health and Prevention; Community Health Services, Community Substance Abuse Services
2. Contact Person: Barbara Garcia, Director, Community Substance Abuse Services
Telephone: 255-3525
3. Project Title: Conference: "Bridging the Gap: Integrating Traditional Substance Abuse and Harm Reduction Services"
4. Grant Source Agency: Open Society Institute, The Lindesmith Center, New York City
5. Type of Funds: ☐ Federal ☐ Federal-State (Pass-Through) ☐ State ☐ Local ☒ Private
6. Proposed (New/Continuation) Grant Project Summary: The conference will implement a central goal of the Treatment on Demand Planning Council: integrating harm reduction strategies into treatment services. It will take place on May 3-4, 1999, in San Francisco, featuring keynotes by Dr. Alan Marlatt and Dr. Pat Denning; workshops; and panel discussions with local, national, and international experts in the field. Participants will include 400 substance abuse treatment providers and those who provide services to individuals who use drugs and alcohol.
7. Amount of Grant Funding Applied for: \$25,000
8. Maximum Funding Amount Available: \$25,000
9. Required Matching Funds? Yes: ☐ No: ☒ Cash or In-kind: _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget:
10. Number of new positions created and funded: .5 FTE
11. If new positions are created, explain the disposition of employees once the grant ends: The part-time temporary position will end.
12. Are indirect costs eligible costs for this grant? Yes: ☒ No: ☐

If yes, please identify the amount of \$ in indirect costs: \$2,273

13. Amount to be spent on contractual services: \$0
14. a.) Will contractual services be put out to bid?: Yes: ☐ No: ☐ Not applicable
- b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Not applicable
15. Is this likely to be a one-time or ongoing request for contracting out?: Not applicable
16. Term of Grant: Start-Date: December 21, 1998 End-Date: December 20, 1999
17. Date Department Notified of Available Funds: 12/1/98
18. Grant Application Due Date: 12/16/98
19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Maintain adequate financial records consistent with generally accepted accounting practices and to retain such records for at least four years after the conclusion of the grant period; To return to OSI any portion of the funds granted and interest thereon which are not used for the purpose of the grant as stated above.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health


Signature

Item 2 – File 99-0263

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention, to accept retroactively and expend a grant in the amount of \$5,000 from the San Diego State University Foundation for The Kids' Plates Bike Helmet Safety Program, and to enter into an Agreement which includes an indemnification clause and which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken.

Amount: \$5,000

Grant Period: September 1, 1998 through May 31, 1999 (9 months)

Source of Funds: San Diego State University (SDSU) Foundation

Description: The proposed resolution would authorize DPH to enter into an Agreement with SDSU Foundation in order to accept and expend grant funds in the amount of \$5,000 for The Kids' Plates Bike Helmet Safety Program.

The program has two objectives: (1) to increase the number of parents who bring their children in for routine health check-ups at 14 San Francisco locations designated by DPH (See Attachment I), and (2) increase bicycle safety and training. According to Ms. Renee Cheney-Cohen, up to 600 bicycle helmets will be distributed to low-income parents enrolled with participating health care providers when they bring their children in for routine health check-ups. Also, community organizations whose goal is to educate and train children in bicycle safety will receive up to 200 helmets from DPH for distribution to children. Thus, a total of 800 bicycle helmets will be distributed through this program.

Required Match: None

Indirect Costs: The funding agency does not allow for the inclusion of indirect costs.

Budget: Attachment II, provided by DPH, provides budget details for the proposed grant funds.

Comments: 1. The DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

2. Attachment III, provided by DPH, includes the Grant Application Information Form.

3. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the contract include an indemnification of the City by SDSU Foundation for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the contract include a paragraph reciting the false claim provision contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these waivers are standard and pose minimal risk to the City.

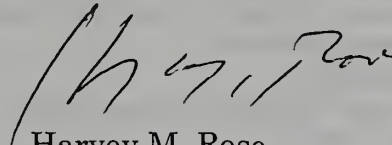
4. In addition, the proposed resolution authorizes the inclusion, in the contract, of an indemnification provision by which the City would indemnify the SDSU Foundation. Ms. Fraser states that this provision would require the City to defend and pay damages assessed against SDSU Foundation arising out of negligence by the City in the performance of the proposed contract. Ms. Fraser advises that the risk of liability to the City is minimal.

5. The proposed grant would be retroactive to September 1, 1998. Ms. Renee Cheney-Cohen of DPH, advises that, due to several grant revisions by both the DPH and SDSU Foundation, the grant was not finalized until December 11, 1998. According to Ms. Cheney-Cohen, expenditures have been incurred against the proposed grant. As such, the proposed resolution should be amended to provide for retroactivity with respect to both the acceptance and expenditure of grant funds.

6. As noted above, the program involves the distribution of approximately 800 bicycle helmets. The proposed grant would fund the cost of 220 of the 800 bicycle helmets. According to Ms. Lucille Burlew-Lawler of DPH, the

remaining 580 helmets will be donated from various sources.

Recommendation: Amend the proposed resolution to provide for retroactivity with respect to both the acceptance and expenditure of grant funds, and approve the proposed resolution, as amended.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

PROPOSED PROVIDERS FOR KIDS' PLATE GRANT

- 1) Agoria, Enrique MD
- 2) Chinese Community Health Care Association
- 3) Graves, Bobbie MD
- 4) Excelsior
- 5) Mission Neighborhood Health Center
- 6) Mt. Zion
- 7) NEMS (Northeast Medical Services)
- 8) Nguyen, Tin Huu MD
- 9) Quock, Winchell MD
- 10) Ramer, Cyril MD
- 11) Silver Avenue Health Center
- 12) St. Luke's Pediatrics
- 13) St. Mary's Pediatrics/includes St. Mary's School based
- 14) UC Parnassus

Post-It™ brand fax transmittal memo 7671		# of pages ▶
To	From	
Co.	Co.	
Dept.	Phone #	
Fax #	Fax #	

03/03/99

BUDGET JUSTIFICATION (revised 11/98)

Applicant Name: SF Department of Public Health; Child Health & Disability Prevention Program

PERSONNEL COSTS: All staff will incorporate work from this program into their existing duties. Their salaries/benefits will be assumed by their respective agencies.

OPERATING COSTS:

PRINTING/PHOTO COPIES

ITEM	COST
1,000 incentive letters to children and their families	\$100.00
75 Laminated Provider modules for patient education	\$150.00
5,000 (total) helmet safety information for parents and children in English, Chinese, Vietnamese and Spanish	\$300.00
600 Follow up survey to families receiving helmets from medical provider	\$150.00
SUBTOTAL	\$700.00
SUPPLIES	
20 Binders/flip charts for patient education module	\$150.00
Misc. training supplies (name tags, folders, markers, newsprint pads, refreshments)	\$200.00
Portable bike and helmet safety exhibit	\$300.00
SUBTOTAL	\$650.00
POSTAGE/COMMUNICATIONS	\$600.00
PROMOTIONAL ITEMS/EDUCATIONAL MATERIALS	
Water bottles	\$1,500
Bike helmets (220)	\$1,550
TOTAL	\$5,000

Post-It™ brand fax transmittal memo 7671		# of pages > 14
To	Lucille Borlew-Laiter	
Co.	Co. Rene Cheney-Gre	
Dept.	Phone # 554-9988	
Fax # 255-2555	Fax #	

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Public Health; Population Health and Prevention; Community Health Services.
2. Contact Person: Renee Cheney-Cohen Telephone: 554-9958
3. Project Title: Kids' Plates: Bike Helmet Safety
4. Grant Source Agency: San Diego State University Foundation
5. Type of Funds: ☐ Federal ☐ Federal-State (Pass-Through) ☒ State ☐ Local ☐ Private
6. Proposed (New/Continuation) Grant Project Summary: Target group is CHDP eligible youth 5 to 12 years old. Working in collaboration with Blue Cross (Medi-Cal) and SFHP managed care plans, CHDP will distribute properly fitted helmets and instruction about safe bicycling to low-income boys and girls through CHDP and other community health provider agencies as an incentive to come in for well child check-ups. Training will strengthen individual knowledge and skills of parents and children, health care providers and community agency staff. The project will foster networking and collaboration in the health care system and in the community. In total about 800 helmets will be fitted and distributed.
7. Amount of Grant Funding Applied for: \$5,000
8. Maximum Funding Amount Available: \$5,000
9. Required Matching Funds? Yes: ☐ No: ☒ Cash or In-kind: _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: None
11. If new positions are created, explain the disposition of employees once the grant ends?
12. Are indirect costs eligible costs for this grant? Yes: ☐ No: ☒

If yes, please identify the amount of \$ in indirect costs: 0

13. Amount to be spent on contractual services: 0

14. a.) Will contractual services be put out to bid?: Yes: ___ No: ___ N/A

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : N/A

15. Is this likely to be a one-time or ongoing request for contracting out?: N/A

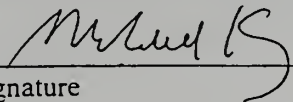
16. Term of Grant: Start-Date: 9/1/98 End-Date: 5/31/99

17. Date Department Notified of Available Funds: July 1, 1998

18. Grant Application Due Date: July 31, 1998

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Grantee is responsible for the proper expenditure of funds provided by the Grantor. The Grantee must keep adequate financial records that allow for readily accessible monitoring of the use of grant funds. The Grantee shall return to the Grantor any unexpended funds granted to it by the Grantor, at the end of the grant. Revenues or profit generated via implementation of the project must be accounted for and used to support project activities. Local travel and per diem at established rates can be reimbursed.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health



Signature



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Gregoire Hobson

Thursday, March 25, 1999

1:00 PM

City Hall, Room 263

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

DOCUMENTS DEPT.

Meeting Convened

The meeting convened at 1:06 P.M.

REGULAR AGENDA

MAR 31 1999

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990435 [Grant - Private]

Resolution authorizing the Department of Public Health, Community Health Network, Maxine Hall Health Center, to accept retroactively and expend a grant in the amount of \$25,000 from the Family Violence Prevention Fund for the Domestic Violence Prevention Project and to enter into an agreement which does not include patent infringement indemnification and false claims clauses. (Department of Public Health)

3/3/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

3/19/99, CLERICAL CORRECTION. Clerically corrected by Clerk. In the title, Page 1, line 6 replace "does" with "does".

Heard in Committee. Speakers: None.

RECOMMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990479 [Grant -State]

Resolution authorizing the Department of Human Services to accept and expend a grant in the amount of \$231,565 from the California State Department of Health Services for a targeted Medi-Cal outreach project. (Department of Human Services)

3/10/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: None. Amended. On line 2 before "authorizing" insert "retroactively". On line 11 after "Supervisors" insert "retroactively". On line 17 add a Further Resolved clause to read: "The Controller should be urged to designate the positions created under the grant as a "L" or Limited-Tenure position, which would terminate when the grant expires."

AMENDED.

Resolution retroactively authorizing the Department of Human Services to accept and expend a grant in the amount of \$231,565 from the California State Department of Health Services for a targeted Medi-Cal outreach project. (Department of Human Services)

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990215 [Lands Legacy Initiative]**Supervisors Bierman, Newsom,
Yaki, Katz**

Resolution supporting President Clinton's "Lands Legacy Initiative" and urging Congress to pass.

2/8/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Jay Watson, Director, Wilderness Society. Supervisors Yaki and Katz requested to be added as co-sponsors.

RECOMMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990354 [Women's Health Services]**Supervisor Katz**

Hearing to consider the availability of women's health services.

2/22/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Leslie Katz; Anne Kronenberg, Department of Public Health; Kate Monico Klein, Coordinator Women Services, Department of Public Health; Belma Gonzales, Past Director of the Women's Center; Sharon Johnson, Chief of Staff, Senator John Burton's Office; Kim Hildebrant, Director, New Women's Clinic; Natalie Coombs, 16 year old student; Erica Batchler, Lyon Martin Women's Health Services; Kate McNichols; Judy Geer; Brenda Johnson; Eloise Madaheim; Jocelyn Walker; Nancy Cole; Jessica Chandler.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

The meeting adjourned at 2:13 P.M.

70.80

3

25/99

CITY AND COUNTY



OF SAN FRANCISCO DOCUMENTS DEPT.

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

MAR 25 1999

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PUBLIC LIBRARY

March 23, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: March 25, 1999 Public Health and Environment Committee Meeting

Item 1 - File 99-0435

Department: Department of Public Health

Item: Resolution authorizing the Department of Public Health, Community Health Network - Maxine Hall Health Center to accept retroactively and expend grant funds in the amount of \$25,000 from the Family Violence Prevention Fund for the Domestic Violence Prevention Project; and to enter into an agreement which does not include patent infringement indemnification and false claims clauses.

Grant Amount: \$25,000

Grant Period: January 1, 1999 through December 31, 2000 (24 months)
See Comment No. 1.

Source of Funds: Family Violence Prevention Fund (See Description)

Project: Domestic Violence Prevention Project

Description: The Family Violence Prevention Fund (the Fund) is a non-profit agency that addresses domestic violence on an institutional level. The Fund is not a foundation and does

not provide direct services. Rather, the Fund works to educate, train and support service providers that assist domestic violence victims, such as the DPH Maxine Hall Health Center.

Approval of the proposed resolution would authorize the Department of Public Health - Maxine Hall Health Center, located at 1301 Pierce Street, to accept retroactively and expend grant funds in the amount of \$25,000 from the Fund and implement the DPH Domestic Violence Prevention Project. The Maxine Hall Health Center would design comprehensive domestic violence prevention strategies which involve primary prevention efforts designed to change the community's attitude and behavior about domestic violence, and secondary prevention programs which include screening, diagnosis, intervention, and treatment of individual clients.

Under this grant, the Maxine Hall Health Center is expected to develop a task force to oversee implementation of the project, participate in clinical trainings, participate in a Statewide leadership summit, and report on activities every six months.

- Budget:** Attachment I, provided by the DPH, contains the budget details for the proposed grant funds in the amount of \$25,000.
- Required Match:** None.
- Indirect Costs:** None.
- Comment:** 1. Ms. Marcellina Ogbu of the Maxine Hall Health Center explains that although the beginning of the grant period is January 1, 1999, DPH has not expended any of the subject grant funds. According to Ms. Ogbu, the proposed resolution provides for retroactive authorization to accept the funds because DPH was not notified that it had been awarded the grant until December 21, 1998, not allowing DPH enough time to obtain Board of Supervisors approval prior to the commencement of the grant period on January 1, 1999.

2. Ms. Sheila Kerr of DPH states that the personnel expenses are for the staff physician's time, billed to DPH at \$50 per hour. DPH anticipates 265 hours of the staff physician's time over the two-year period, for a total of \$13,250 in salary expenses. Ms. Kerr also reports that the consultant services, budgeted for \$2,500 over the two-year period, would be for a domestic violence education and training specialist to assist with the development of an outreach plan and education materials.

3. According to Ms. Kerr, the Family Violence Prevention Fund, the grantor, does allow for the inclusion of indirect costs, but DPH has requested that the indirect costs be waived because these costs would reduce the total amount of funds available under the \$25,000 grant.

4. In addition to the proposed \$25,000 cash grant, the Fund would provide to the Maxine Hall Health Center with public education materials and reimbursement for lodging and travel expenses to trainings and conferences.

5. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the contract include an indemnification of the City for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the contract include a paragraph reciting the false claim provision contained in Section 6.75(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these waivers are standard and pose minimal risk to the City. In addition, the proposed resolution authorizes the inclusion in the grant agreement of an indemnification provision by which the City would indemnify the Family Violence Prevention Fund. Ms. Fraser states that this provision would require the City to defend and pay damages assessed against the Fund arising out of negligence by the City in the performance of the proposed contract. Ms. Fraser advises that the City has entered into numerous contracts which include similar indemnification provisions and waivers and that the risk of liability to the City is minimal.

BOARD OF SUPERVISORS
BUDGET ANALYST

6. Attachment II, provided by DPH, is a summary of the Grant Application Information Form, as prepared by Community Health Network and the DPH.

7. DPH has prepared a Disability Access Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

Preliminary Budget

for the Domestic Violence Prevention Project

Maxine Hall Health Center

1301 Pierce Street, San Francisco, CA 94115

line item	Jan.-Dec. 99	Jan.-Dec. 00	TOTAL
Stipends for participation (up to \$200.00 depending on level of service provided to the project)	\$3,000	\$3,000	\$6,000
Personnel Expense (estimated)			
25% salary fringe	\$6,625 \$1,625	\$6,625 \$1,625	\$13,250 \$ 3,250
Consultant services at a maximum rate of \$100.00/hour	\$1,250	\$1,250	\$ 2,500
TOTALS	\$12,500	\$12,500	\$25,000

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Community Health Network Department of Public Health
2. Contact Person: Sheila P. Kerr Telephone: 415-292-1353
Acting Center Manager
3. Project Title: Domestic Violence Prevention Project
4. Grant Source Agency: Family Violence Prevention Fund
5. Type of Funds: ☐ Federal ☐ Federal-State (Pass-Through) ☐ State ☐ Local ☒ Private

6. Proposed (New/Continuation) Grant Project Summary:

Improve Community Health Center response to domestic violence in our community and implement comprehensive domestic violence prevention strategies for the population we serve. The project will include the implementation of broad-based primary prevention efforts designed to change attitudes and behaviors concerning domestic violence, as well as secondary prevention programs that include screening, diagnosis, and treatment for individual clients in clinical settings.

7. Amount of Grant Funding Applied for: \$25,000.00
8. Maximum Funding Amount Available: \$25,000.00 over 2 year period
9. Required Matching Funds? Yes: ☐ No: ☒ Cash or In-kind: _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

7/27/98

10. Number of new positions created and funded: none

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? Yes: ☐ No: ☒

If yes, please identify the amount of \$ in indirect costs:

13. Amount to be spent on contractual services: \$25,000.00

14. a.) Will contractual services be put out to bid? Yes: ☐ No: ☒

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? :

15. Is this likely to be a one-time or ongoing request for contracting out?:

16. Term of Grant: Start-Date: 1/1/99 End-Date: 12/31/00

17. Date Department Notified of Available Funds: 12-21-98

18. Grant Application Due Date: Not applicable.

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

selected from RFP from Family Violence Prevention Fund

Three payments totaling \$25,000 will be paid over a 2 year period starting 1/99.

Travel and housing costs for the attendance of meetings, the training conference, and Statewide Leadership Summit will be reimbursed.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health

Signature

7/27/98

Item 2 – File 99-0479

Department: Department of Human Services (DHS)

Item: Resolution authorizing the Department of Human Services to accept and expend a grant in the amount of \$231,565 from the California State Department of Health Services for a targeted Medi-Cal Outreach Project.

Grant Amount: \$231,565

Grant Period: January 1, 1999 through September 30, 1999 (nine months). See Comment No. 1.

Source of Funds: California State Department of Health Services

Project: Medi-Cal Outreach Project

Description: The proposed grant would fund five community-based organizations to provide targeted outreach to increase the Medi-Cal enrollment during the period of January 1, 1999 through September 30, 1999. These five agencies are: San Francisco Neighborhood Legal Assistance Foundation, California Association of Health, Education, Employment and Dignity, Inc. (CAHEED), Mission Neighborhood Health Center, NICOS Chinese Health Coalition, and Health Access Foundation.

Under the proposed resolution, two of the five agencies, San Francisco Neighborhood Legal Assistance Foundation and Health Access Foundation, would provide various technical services, including clarifying eligibility requirements, developing culturally sensitive and language-appropriate informational materials, and conducting trainings on health policy. The other three agencies, NICOS, Mission Neighborhood, and CAHEED would conduct the outreach by targeting low-income individuals who may be Medi-Cal eligible in the Chinatown and Tenderloin, Mission, and Bayview Hunters Point areas, respectively. The strategy would be carried out at schools, community-based agencies, child care sites, places of worship, and small businesses.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Public Health and Environment Committee
March 25, 1999 Public Health and Environment Committee Meeting

Budget: A summary budget for the proposed project costs of \$257,295, including the proposed grant funds in the amount of \$231,565 for the nine-month period retroactive from January 1, 1999 is as follows:

<u>Category</u>	<u>Amount</u>
Salary	\$73,592
Fringe Benefits	<u>10,729</u>
Subtotal	\$84,321
Professional Services	\$120,000
Equipment and Supplies	26,318
Internet Web Site	3,500
Indirect Cost	<u>23,156</u>
Total	\$257,295

Attachment I, provided by DHS, details the project staffing and proposed budget for the Medi-Cal Outreach Project. Mr. Pauson of DHS reports that the balance of the proposed project costs in the amount of \$25,730 would be from in-kind contributions previously budgeted in the FY 1998-99 DHS budget.

As noted above, the Medi-Cal Outreach Project would be implemented by five community-based organizations. The amount of proposed project funds allocated to each agency is listed below:

<u>Agency</u>	<u>Amount</u>
Health Access Foundation	\$23,000
SF Neighborhood Legal Assist. Found.	19,000
NICOS Chinese Health Coalition	30,000
Mission Neighborhood Health Center	30,000
CAHEED	<u>30,000</u>
Total	\$132,000

Required Match: None.

Indirect Costs: \$23,156 (10% of the proposed grant)

Comment: 1. According to Mr. Yun of DHS, funds have already been accepted and expended for the Medi-Cal Outreach Project. Mr. Yun explains that DHS was notified on December 10, 1998 that the proposed grant funds of \$231,565 were

BOARD OF SUPERVISORS
BUDGET ANALYST

awarded, not allowing DHS enough time to obtain Board of Supervisors approval to accept and expend the proposed grant prior to the commencement of the grant period on January 1, 1999. Therefore, the resolution should be amended to provide for retroactivity.

2. Mr. Yun reports that the five community-based organizations were chosen through meetings with the Medi-Cal Program and DHS. According to Mr. Yun, the agencies were selected because of their past outreach experience and current outreach efforts in the targeted neighborhoods. Mr. Yun also advises that the two agencies selected to provide technical assistance were chosen because of their expertise in analyzing health care policy and developing educational materials.

3. The legislation does not require that the grant-funded positions be "L" or Limited-Tenure positions. Mr. Yun states that it is the intent of DHS to make the grant-funded City employees Limited-Tenure positions.

4. Attachment II, provided by DHS, is the Grant Application Information Form.

5. DHS has prepared a Disability Access Checklist for the proposed grant, which is on file with the Clerk of the Board of Supervisors.

Recommendation:

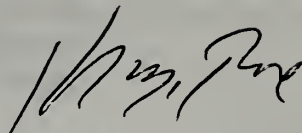
1. In accordance with Comment No. 1, amend this resolution to authorize DHS to retroactively accept and expend the proposed grant funds.

2. In accordance with Comment No. 3, amend the proposed resolution to require that all new positions created under the grant be "L" or Limited-Tenure positions in order that these positions do not automatically continue to be funded when the grant expires.

3. Approve the proposed resolution as amended.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Public Health and Environment Committee
March 25, 1999 Public Health and Environment Committee Meeting



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

SAN FRANCISCO'S MEDI-CAL OUTREACH PROJECT
PROPOSED BUDGET
January 1999 - June 1999

ATTACHMENT I

page 1 of 4

	Grant Request	In-Kind Contrib.	Total Allocation
PERSONNEL			
Project Coordinator – Community Outreach (33% FTE for 6 months)	\$13,400		\$13,400
Peer Advocates (2) – Within SFDHS (\$10/hr for 6 months)	\$19,296		\$19,296
Medi-Cal Program Manager (1) (.08 FTE @ \$26.69/hr for 6 months)	\$2,060		\$2,060
Program Liaison – Supervisor for Peer Advocates (.5 FTE @ \$26.69/hr for 6 months)	\$12,875		\$12,875
Health Access Staffing			
Director (2.2% FTE)		\$1,005	\$1,005
Office Administrator (3.2% FTE)		\$670	\$670
Fringe Benefits	\$7,188		\$7,188
<i>Sub-Total Personnel</i>	<i>\$54,820</i>	<i>\$1,675</i>	<i>\$56,495</i>
OTHER PROFESSIONAL SERVICES – OUTREACH			
Outreach Contract – NICOS Chinese Health Coalition	\$20,100		\$20,100
Outreach Contract – CAHEED	\$20,100		\$20,100
Outreach Contact – Mission Neighborhood Health Center	\$20,100		\$20,100
Material Development/Translation Contract San Francisco Neighborhood Legal Assistance Fund	\$15,200		\$15,200
Media/Public Service Announcement	\$2,010		\$2,010
Development of Outreach Strategies San Francisco Health Plan		\$2,010	\$2,010
<i>Sub-Total Other Professional Services</i>	<i>\$77,510</i>	<i>\$2,010</i>	<i>\$79,520</i>

	Grant Request	In-Kind Contrib.	Total Allocation
OPERATIONS			
Computer Equipment (SFDHS)		\$3,000	\$3,000
Materials and Office Supplies (SFDHS)		\$1,005	\$1,005
Postage (SFDHS)		\$1,541	\$1,541
Printing & Reproduction of Flyers and Brochures (SFDHS)	\$4,326	\$1,809	\$6,135
Telephone (SFDHS)		\$3,839	\$3,839
<i>Sub-Total Operations</i>	\$4,326	\$11,194	\$15,520
INTERNET WEB SITE (SFDHS)	\$2,345		\$2,345
CITY AND COUNTY INDIRECT RATE	\$15,515		\$15,515
Total Proposed Budget (Jan. 1999 - June 1999)	\$154,516	\$14,879	\$169,395

SAN FRANCISCO'S MEDICAL OUTREACH PROJECT
PROPOSED BUDGET
July 1999 - September 1999

	Grant Request	In-Kind Contrib.	Total Allocation
PERSONNEL			
Project Coordinator – Community Outreach (33% FTE for 3 months)	\$6,600		\$6,600
Peer Advocates (2) – Within SFDHS (\$10/hr for 3 months)	\$9,504		\$9,504
Medi-Cal Program Manager (1) (.08 FTE @ \$26.69/hr for 3 months)	\$1,015		\$1,015
Program Liaison – Supervisor for Peer Advocates (.5 FTE @ \$26.69/hr for 3 months)	\$6,342		\$6,342
Health Access Staffing			
Director (2.2% FTE)		\$495	\$495
Office Administrator (3.2% FTE)		\$330	\$330
Fringe Benefits	\$3,541		\$3,541
<i>Sub-Total Personnel</i>	<i>\$27,001</i>	<i>\$825</i>	<i>\$27,826</i>

OTHER PROFESSIONAL SERVICES – OUTREACH

Outreach Contract – NICOS Chinese Health Coalition	\$9,900		\$9,900
Outreach Contract – CAHEED	\$9,900		\$9,900
Outreach Contact – Mission Neighborhood Health Center	\$9,900		\$9,900
Material Development/Translation Contract San Francisco Neighborhood Legal Assistance Fund	\$3,800	\$5,000	\$8,800
Media/Public Service Announcement	\$990		\$990
Development of Outreach Strategies San Francisco Health Plan		\$990	\$990
<i>Sub-Total Other Professional Services</i>	<i>\$34,490</i>	<i>\$5,990</i>	<i>\$40,480</i>

	Grant Request	In-Kind Contrib.	Total Allocation
OPERATIONS			
Audit	\$4,631		\$4,631
Materials and Office Supplies (SFDHS)		\$495	\$495
Postage (SFDHS)		\$759	\$759
Printing & Reproduction of Flyers and Brochures (SFDHS)	\$2,131	\$891	\$3,022
Telephone (SFDHS)		\$1,891	\$1,891
<i>Sub-Total Operations</i>	\$6,762	\$4,036	\$10,798
INTERNET WEB SITE (SFDHS)	\$1,155		\$1,155
CITY AND COUNTY INDIRECT RATE	\$7,641		\$7,641
Total Proposed Budget (July 1999 - Sept. 1999)	\$77,049	\$10,851	\$87,900

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Human Services
2. Contact Person: Pauson Yun Telephone: (415) 557-6523
3. Project Title: Targeted Medi-Cal Outreach Program
4. Grant Source Agency: California State Department of Health Services
5. Type of Fund: ☐ Fed ☐ Fed-State (Pass-through) ☒ State ☐ Local ☐ Private
6. Proposed Grant Project Summary: The project will fund five Community Based
Organizations for targeted outreach to eligible families to enroll
in the Medi-Cal program.
7. Amount of Grant Funding Applied for: \$231,565.00
8. Maximum Funding Amount Available: \$231,565.00
9. Required Matching Funds? \$0
If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: 2
11. If new positions are created, explain the disposition of employees once the grant ends?
If possible, employees will be integrated into other existing programs within the
organization.

12. Are indirect costs eligible costs for this grant? No
13. Amount to be spent on contractual services: \$132,000
14. a.) Will Contracted Services be put out to bid? No
- b.) If so, will contract services help to further the goals of the Department's MBE/WBE requirements? _____
15. Is this likely to be a one-time or ongoing request for contracting out? One-time
16. Term of Grant: 1/1/99 – 9/30/99
17. Date Department Notified of Available Funds: July 1998
18. Grant Application Due Date: November 1998
19. Grant Funding Guidelines and Options (selected from RFP, Grant Announcement or appropriations legislation): Selected from Request for Applications.
20. Department Head Approval: Will Lightbourne Executive Director
(Name) (Title)
Will Lightbourne
(Signature)



City and County of San Francisco

Meeting Minutes

Public Health and Environment Committee

Members: *Supervisors Sue Bierman, Tom Ammiano and Mark Leno*

Clerk: *Gregoire Hobson*

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Tuesday, April 13, 1999

10:00 AM

City Hall, Legislative Chamber

Rescheduled Meeting

Members Present: Sue Bierman, Tom Ammiano.

DOCUMENTS DEPT.

Members Absent: Mark Leno.

APR 16 1999

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Meeting Convened

The meeting convened at 10:06 A.M.

President Tom Ammiano appointed himself and Supervisor Mark Leno to serve on the Committee for today's meeting only.

Supervisor Mark Leno noted present at 10:28 A.M.

REGULAR AGENDA

990532 [Contract, DPH - University of California (Berkeley)]

Resolution authorizing the Department of Public Health, Community Health Services, Community Mental Health Services, to enter into an agreement in the amount of \$7,844 with the University of California (Berkeley), the primary contractor, to provide data and consultation for a study of the cultural appropriateness of the instruments and approaches being used by community mental health services to measure performance indicators, client outcomes, and satisfaction, which does not include patent infringement indemnification and false claims clauses; waiving indirect costs. (Department of Public Health)

3/17/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Male Doctor, Community Mental Health, Department of Public Health.

Amended. On Page 1, line 3 replace "an agreement" to read "a subcontract agreement". On Page 2, line 4, replace "an agreement" to read "a subcontract agreement".

AMENDED.

Resolution authorizing the Department of Public Health, Community Health Services, Community Mental Health Services, to enter into a subcontract agreement in the amount of \$7,844 with the University of California (Berkeley), the primary contractor, to provide data and consultation for a study of the cultural appropriateness of the instruments and approaches being used by community mental health services to measure performance indicators, client outcomes, and satisfaction, which does not include patent infringement indemnification and false claims clauses; waiving indirect costs. (Department of Public Health)

RECOMMENDED AS AMENDED by the following vote:

Ayes: 2 - Bierman, Ammiano

Absent: 1 - Leno

990211 [Commission on Animal Control and Welfare]**Supervisors Ammiano, Bierman**

Ordinance amending Health Code Section 41.1 (Commission of Animal Control and Welfare) to designate that only members appointed by the Board of Supervisors shall constitute voting members.

(Amends Section 41.1.)

2/8/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: None. Amended. On Page 2, line 6 after "representative" insert " the Director of the Department of Public Health or his or her designated representative, the Chief of Police or his or her designated representative, and the General Manager of the Recreation and Park Department or his or her designated representative who"; replace "Department's" with "Departments"; line 7 delete "a" and replace "member" with "members".

AMENDED.

RECOMMENDED AS AMENDED by the following vote:

Ayes: 2 - Bierman, Ammiano

Absent: 1 - Leno

990411 [Alternatives to Institutional Care for Seniors/People with Disabilities]**Supervisors Bierman, Leno, Brown, Ammiano, Becerril**

Resolution supporting the development of alternatives to institutional care for seniors and people with disabilities.

3/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3/25/99, TRANSFERRED to Public Health and Environment Committee.

Heard in Committee. Speakers: Anthony Wagner, Executive Administrator, Laguna Honda Hospital; David Ishida, Executive Director, Commission on the Aging; Darrell Higashi, Acting Director, Mayor's Office of Housing; Karen Sherr, Planning for Elders in the Central City-Introduction; Luis Calderon, Consumers in Action for Personal Assistance; Abby Kovolsky, Jewish Family and Children's Services; Walter DeVaughn; Caroline Washington, Bayview Hunters Point Network for Elders; Anthony Nacco, Department of Human Services; Vera Haile, Planning for Elders in the Central City; Ricardo Leon, Senior Action Network; Peggy Cosler; Ruth Miller; Benson Nadell, S.F. Long Term Care Ombudsman Program; Taffeta Lassen, Healthcare Workers Local 250; Elizabeth Boardman; North and South of Market Adult Day Health; Mitch Jesserrich; Lisa Hamburger, Corporation for Supportive Housing; Marie Jobling, Planning for Elders in the Central City; Bruce Albert; Ressa Farley; Donna Calame, IHSS Public Authority. Amended. On Page 2, line 7 replace "2010 a projected 7000 people will need supportive housing" to read "2020 San Francisco will need 6,500 more supportive housing units".

AMENDED.

RECOMMENDED AS AMENDED by the following vote:

Ayes: 2 - Bierman, Leno

Absent: 1 - Ammiano

ADJOURNMENT

The meeting adjourned at 11:46 A.M.

CITY AND COUNTY



OF SAN FRANCISCO

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

April 9, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: April 13, 1999 Public Health and Environment Committee Meeting

Item 1- File 99-0532

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Community Mental Health Services to enter into a subcontract in the amount of \$7,844 with the University of California at Berkeley, the primary contractor, to provide data and consultation for a study of the cultural appropriateness of the instruments and approaches being used by Community Mental Health Services to measure performance indicators, and client outcomes and satisfaction, which does not include patent infringement indemnification and false claims clauses; waiving indirect costs.

Contract Amount: \$7,844

Source of Funds: U.S. Department of Health and Human Services (DHHS)

Contract Period: July 1, 1998 through June 30, 1999 (12 months)
See Comment No. 1.

Description: The University of California at Berkeley (the "University") received funds from the U.S. Department of

Health and Human Services for a project entitled "Center on Financing of Care for the Severely Mentally Ill." This project seeks to conduct a variety of multidisciplinary studies on the organization and financing of mental health services. The Regents of the University of California at Berkeley, as primary contractor for the DHHS grant, requested that the City's DPH, as subcontractor to the University, provide consultation and data on performance indicators, client outcomes, and client satisfaction to the University's Center for Mental Health Services Research (the "Center"). The Center would use the information provided by DPH to evaluate the cultural appropriateness of the instruments (client self-report questionnaires) and methodology DPH uses to measure Community Mental Health Services' (CMHS) performance. DPH would also provide consultation and technical assistance to the Center on other projects which involve public mental health service delivery.

On February 2, 1998, the Board of Supervisors approved this request and authorized the Director of the Department of Public Health to enter into a subcontract in the amount of \$11,359 with the Regents of the University of California at Berkeley (File No. 172-97-82). The contract period of this agreement expired on June 30, 1998. The proposed resolution would authorize DPH to provide the data and consultation for an additional year through June 30, 1999, for an added \$7,844 from the University for the personnel costs and indirect costs necessary to provide these services. Additionally, the proposed resolution would authorize the Director of the DPH, without approval by the Board of Supervisors, to enter into similar agreements with the University if the contract recurs or is renewed.

Budget:

According to Mr. Bill McConnell of DPH, the contract amount of \$7,844 was based on an estimated total of 209 hours at the rate of \$35.78 per hour over the 12-month period for one DPH Research Psychologist to collect the utilization data and provide consultation as follows:

<u>Class No.</u>	<u>Position Title</u>	<u>FTE</u>	<u>Total</u>
2575	Research Psychologist	0.10	\$7,470

BOARD OF SUPERVISORS
BUDGET ANALYST

In addition to the \$7,470 for the 0.10 FTE 2575 Research Psychologist, the Regents of the University of California would pay for \$374 in indirect costs for a total of \$7,844. According to Mr. McConnell, DPH would not spend more than budgeted 209 hours on the project. Mr. McConnell further advises that in addition to compensation for personnel and indirect costs, the City will receive free consultation from national and international mental health experts during the one-year period of the project in exchange for participation in the project.

Comments:

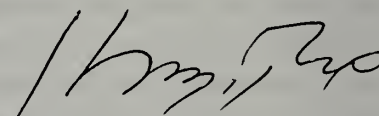
1. As previously noted, the contract period is for 12 months beginning on July 1, 1998 and concluding on June 30, 1999. Since the contract period has commenced and 75 percent, or 156.75 hours of the total 209 hours allocated for the project during this contract period has already been incurred, the proposed resolution should be amended to provide for retroactivity to July 1, 1998.
2. As noted in the Description, the Regents of the University of California at Berkeley, is the primary contractor for the DHHS grant which is the source of funds for this proposed agreement, and DPH is the subcontractor. The body of the proposed resolution stipulates that the agreement is a subcontract in the amount of \$7,844 with the University of California at Berkeley, but the title does not state that the agreement is, in fact, a subcontract. Therefore, the title of the proposed resolution should be amended to specifically state that the agreement is a subcontract.
3. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the contract include an indemnification of the City for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the contract include a paragraph reciting the false claim provision contained in Section 6.75(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these waivers are standard and pose minimal risk to the City. In addition, the proposed resolution authorizes the inclusion in the grant agreement of an

Memo to Public Health and Environment Committee
April 13, 1999 Public Health and Environment Committee Meeting

indemnification provision by which the City would indemnify the University of California at Berkeley. Ms. Fraser states that this provision would require the City to defend and pay damages assessed against the University arising out of negligence by the City in the performance of the proposed contract. Ms. Fraser advises that the City has entered into numerous contracts which include similar indemnification provisions and waivers and that the risk of liability to the City is minimal.

Recommendations:

1. In accordance with Comment No. 2, amend the title of the resolution to state that the agreement is a subcontract.
2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since (1) the proposed agreement would be automatically renewed each year without approval by the Board of Supervisors, and (2) the Director of Public Health would be authorized to enter into similar agreements with the University of California at Berkeley without approval by the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Gregoire Hobson

Thursday, April 22, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown.

Members Absent: Michael Yaki.

Meeting Convened

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The meeting convened at 1:10 P.M.

APR 28 1999

REGULAR AGENDA

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990620 [Grant - Federal]

Resolution authorizing the Department of Public Health, Population Health and Prevention, to accept retroactively and expend a grant in the amount of \$49,719 from Substance Abuse and Mental Health Services for the "Bridging the Gap" conference and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken and waiving indirect cost. (Department of Public Health)

4/5/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Jim Stillwill, Department of Public Health; Monique DeJohn, Budget Analyst. Amended. On Page 2, line 10 add a Further Resolved clause to read: "The Controller should be urged to designate the position created under the grant as a "G" or Grant-funded position, which would terminate when the grant expires."

AMENDED.

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 2 - Bierman, Brown

Absent: 1 - Yaki

990405 [Environmentally Preferable Purchasing Ordinance]**Supervisor Katz**

Ordinance amending Administrative Code by adding Chapter 21F (Sections 21F.1 through 21F.11) to establish an environmentally preferable purchasing (EPP) program in the Department Administrative Services-Solid Waste Management Program; establishing criteria for evaluating chemically-based custodial, fleet maintenance, or facility maintenance products ("chemical products") used by City departments; assessing the City's use of chemical products; establishing a pilot program to determine the effectiveness of using preferred chemical products; and recommending to the Board of Supervisors whether to implement additional legislation to require all departments to use preferred chemical products.

(Adds Chapter 21F, Sections 21F.1 thru 21F.11.)

3/1/99, ASSIGNED UNDER 30 DAY RULE to Public Health and Environment Committee, expires on 3/31/1999.

Heard in Committee. Speakers: Supervisor Katz; Ed Lee, Director, Purchasing Department; Kelley Etherington, Solid Waste Management Program; Rajiv Bhatia, M.D., Occupational and Environmental Health, Department of Public Health; Francesca Vitor, Director, Department of the Environment; Ted Lakey, Deputy City Attorney; Ernestine Weiss. Amendment of the Whole bearing new title presented in Committee by Supervisor Katz. Supervisors Bierman and Brown requested to be added as co-sponsors.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE.

Ordinance amending Administrative Code by adding Chapter 21F (Sections 21F.1 through 21F.11) to establish an environmentally preferable purchasing (EPP) program in the Department of Administrative Services-Solid Waste Management Program; establishing criteria for evaluating chemically-based custodial, fleet maintenance, or facility maintenance products ("chemical products") used by City departments; assessing the City's use of chemical products; establishing a pilot program to determine the effectiveness of using preferred chemical products; and recommending to the Board of Supervisors whether to implement additional legislation to require all departments to use preferred chemical products.

(Adds Chapter 21F, Sections 21F.1 thru 21F.11.)

RECOMMENDED AS AMENDED by the following vote:

Ayes: 2 - Bierman, Brown

Absent: 1 - Yaki

981750 [Disaster Debris Recycling]**Supervisor Katz**

Resolution urging City departments to maximize disaster debris landfill diversion.

10/19/98, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Katz; Robert Haley, Recycling Program. Amendment of the Whole bearing same title presented in Committee by Supervisor Katz.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE.**RECOMMENDED AS AMENDED by the following vote:**

Ayes: 2 - Bierman, Brown

Absent: 1 - Yaki

990522 [Comprehensive Lead Poisoning Prevention Program]**Supervisors Bierman, Newsom, Katz**

Hearing to consider the plans regarding implementation of the Comprehensive Lead Poisoning Prevention Program from the following departments: Recreation and Park Department, Department of Building Inspection, Public Library, Department of Public Works, Department of Real Estate, Department of Human Services, Department of Public Health, Mayor's Offices of Community Development and Housing, Department of Children, Youth and Families, the Tax Collector, Water Department, the Unified School District, San Francisco Housing Authority and the Redevelopment Agency.

3/15/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Dr. Larry Meredith, Department of Public Health; Neil Gendel, Healthy Children Organizing Project; Karen Cohn, Department Manager, Child Development, Department of Public Health; Joel Robinson, Acting General Manager, Recreation and Park Department; Jeffrey Brannan, Safety Officer, Recreation and Park Department; Tim Thoroson, S.F. Unified School District; Virginia Cole, S.F. Unified School District; Stacy Herrera, Child Development Program, S.F. Unified School District; Sally Kipper, Deputy Director, Department of Human Services; Ellen Datar, Director, Department of Children, Youth and Families; Joel LaTorre, Mayor's Office of Housing; M. Harris, Mayor's Office of Housing; Peter Burns, Department of Building Inspection; Richard McGuire, Lead Coordinator, Housing Authority; Bill Natamura, Redevelopment Agency; Robin Bertstaller, Public Library; Phil Caeskey, Public Utilities Commission; Norman Cole, Ground Support, Juvenile Probation Department; Steve Mullnicks, Department of Public Works; Tony DeLucchi, Director of Property, Real Estate Department; Basheem Allah, Southeast Alliance for Environmental Justice; Tan Chow, Chinatown Community Development Center; Narda Harrigan, Bret Harte Elementary School; Rachel Herritt, Brett Harte Elementary School; Memo Tabuso, San Francisco League of Urban Gardeners; Joseph Smooke, Bernal Heights Neighborhood Center; Carla Furtado. Supervisor Katz requested to be added as a co-sponsor.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Brown

Absent: 1 - Yaki

ADJOURNMENT

The meeting adjourned at 3:44 P.M.

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642

FAX (415) 252-0461

April 20, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: April 22, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-0620

Department: Department of Public Health

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention Division, Community Health and Safety, to accept retroactively and expend grant funds in the amount of \$49,719 from the Federal Substance Abuse and Mental Health Services Agency to fund the "Bridging the Gap" Conference and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of actions previously taken; waiving indirect costs.

Grant Amount: \$49,719

Grant Period: Retroactive to March 15, 1999 and extending to March 15, 2000 (12 months)

Source of Funds: U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Agency

Description: Approval of this proposed resolution would authorize the Department of Public Health (DPH), Population Health and Prevention Division, Community Health and Safety, to accept retroactively and expend grant funds in the amount of \$49,719 from the Federal Substance Abuse and Mental Health Services Agency to partially fund a conference entitled "Bridging the Gap: Integrating Traditional Substance Abuse and Harm Reduction Services," to be held on May 3 & 4, 1999, in San Francisco.

Dr. Alice Gleghorn of DPH advises that this conference will implement a central goal of the Treatment on Demand Planning Council: integrating harm reduction strategies into treatment services for substance abuse. The conference will include workshops and panel discussions with local, national and international experts in the field. Participants will include 500 substance abuse treatment providers from throughout the country, including those who provide services to individuals who use drugs and alcohol.

Budget: According to Dr. Gleghorn, the total estimated cost of the conference is \$66,949. Therefore, this conference will require an additional \$17,230 (total estimated cost of \$66,949 less the subject grant funds of \$49,719). Dr. Gleghorn advises that the funding source for the additional 17,230 will be from previously approved grant funds from the Open Society Institute, The Lindesmith Center (a non-profit organization) in DPH's 1998-99 budget. Attachment I, provided by DPH, contains the budget details for this project.

Required Match: None.

Indirect Costs: The proposed resolution provides for the waiver of indirect costs because, according to Ms. Lucille Burlew-Lawler of DPH, the Federal Substance Abuse and Health Services Agency does not allow such costs.

Comment: 1. According to Ms. Burlew-Lawler, the proposed resolution to accept and expend the grant funds will be retroactive to March 15, 1999. Ms. Burlew-Lawler advises that due to a delay in notice of the availability of

BOARD OF SUPERVISORS
BUDGET ANALYST

the grant by the Substance Abuse and Mental Health Services Agency, the proposed resolution is now being submitted for Board of Supervisors approval. According to Ms. Burlew-Lawler, no expenditures have been incurred against the proposed grant.

2. Ms. Jean Fraser of the City Attorney's Office advises that as a condition of receiving the subject grant funds, DPH has agreed to enter into an agreement (the "Agreement") with the Substance Abuse and Mental Health Services Agency that would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City Administrative Code that the Agreement include an indemnification of the City by the Substance Abuse and Mental Health Services Agency for the infringement of patent rights; and, (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

3. According to Dr. Gleghorn, the proposed grant will fund one part-time new position for the conference. Dr. Gleghorn states that this position will be terminated when the one-year grant expires on March 15, 1999. Dr. Gleghorn advises that the total personnel cost is \$5,684 (based on approximately 479 hours at an hourly rate of \$11.86 per hour, not including fringe benefits). This position would not receive fringe benefits because, according to Ms. Alice Villagomez of the Department of Human Resources, temporary City employees must work at least 1,040 hours per year to be eligible for such benefits. The Budget Analyst recommends that the proposed resolution be amended to designate the new position as "G" or "Grant-funded" so that this position would expire upon the termination of the grant.

4. Attachment II, provided by DPH, is the Grant Application Information Form.

5. According to Dr. Gleghorn, the term of the grant period is March 15, 1999 through March 15, 2000, rather than

BOARD OF SUPERVISORS
BUDGET ANALYST

March 15, 1998 through March 15, 2000, and the number of new positions created is approximately .23 FTE, instead of 0.5 FTE, as shown in Attachment II.

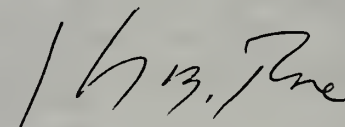
6. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

7. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement with the Substance Abuse and Mental Health Services Agency if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Recommendations:

1. Amend the proposed resolution to designate the new position created under the grant as "G" or "Grant-funded" position.

2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Agency if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom

Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

Expense	Amount - SAMSHA	Amount - Contribution	TOTAL
Conference Coordinator	\$0	\$0	\$0
Conference Planning Assistant	\$5,684	\$0	\$5,684
Rental of Site	\$5,600	\$0	\$5,600
Speaker Fees	\$5,750	\$0	\$5,750
Speaker Travel, Lodging and Meals	\$15,730	\$0	\$15,730
Rental of Presentation Equipment	\$2,600	\$0	\$2,600
Audio and Video Taping of Conference	\$7,000	\$0	\$7,000
Development and Printing of Conference Brochure	\$4,075	\$0	\$4,075
Printing and Reproduction	\$500	\$1,500	\$2,000
Mailing Costs	\$750	\$750	\$1,500
Office Supplies	\$450	\$300	\$750
Sign Language Interpreter	\$1,080	\$1,080	\$2,160
Continental Breakfast, Lunch, Refreshments	\$0	\$13,600	\$13,600
Continuing Education Units	\$500	\$0	\$500
TOTAL	\$49,719	\$17,230	\$66,949

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Population Health and Prevention; Community Health Services, Community Substance Abuse Services
2. Contact Person: Barbara Garcia, Director, Community Substance Abuse Services
Telephone: 255-3525
3. Project Title: Conference: "Bridging the Gap: Integrating Traditional Substance Abuse and Harm Reduction Services"
4. Grant Source Agency: Department of Health and Human Services, Substance Abuse and Mental Health Services.
5. Type of Funds: ☒ Federal ___ Federal-State (Pass-Through) ___ State ___ Local ___ Private
6. Proposed (New/Continuation) Grant Project Summary: The conference will implement a central goal of the Treatment on Demand Planning Council: integrating harm reduction strategies into treatment services. It will take place on May 3-4, 1999, in San Francisco, featuring keynotes by Dr. Alan Marlatt and Dr. Pat Denning; workshops; and panel discussions with local, national, and international experts in the field. Participants will include 400 substance abuse treatment providers and those who provide services to individuals who use drugs and alcohol.
7. Amount of Grant Funding Applied for: \$50,000
8. Maximum Funding Amount Available: \$50,000
9. Required Matching Funds? Yes: ___ No: ☒ Cash or In-kind: _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget: N/A
10. Number of new positions created and funded: .50 FTE
11. If new positions are created, explain the disposition of employees once the grant ends: The part-time temporary position will end.
12. Are indirect costs eligible costs for this grant? Yes: ___ No: ☒

If yes, please identify the amount of \$ in indirect costs: \$0

13. Amount to be spent on contractual services: \$0

14. a.) Will contractual services be put out to bid?: Yes: ☐ No: ☐ Not applicable

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Not applicable

15. Is this likely to be a one-time or ongoing request for contracting out?: Not applicable

16. Term of Grant: Start-Date: March 15, 1998 End-Date: March 15, 2000

17. Date Department Notified of Available Funds: 12/1/98

18. Grant Application Due Date: 9/10/98

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): The grantee will be legally and financially responsible for all aspects of this grant, including funds provided to sub-recipients. A Financial Status Report must be submitted for each budget period no later than 90 days after the close of the budget period. None of the funds under this award can be used to pay the salary of an individual funded under this cooperative agreement at a rate in excess of \$125,900 per year. Program income accrued under this cooperative agreement award must be accounted for in accordance with 45CFR Part 74.24 or 45 CFR 92.25 as applicable. Indirect costs are not an allowable expenditure of SAMHSA funds.

20. Department Head Approval:

Mitchell Katz, M.D., Director of Health



Signature

3/23/99

2

TOTAL P.02



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Gregoire Hobson

Thursday, May 13, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Michael Yaki.

Members Absent: Amos Brown.

Meeting Convened

The meeting convened at 1:08 P.M.

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MAY 18 1999

REGULAR AGENDA

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990734 [Grant - State]

Resolution authorizing the Department of Public Health, Population Health and Prevention, Emergency Medical Services, to accept retroactively and expend a grant in the amount of \$500,000 from the State Office of Traffic Safety for the Child Passenger Safety Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

4/15/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker. Abbie Yant, Emergency Medical Services, Department of Public Health.

RECOMMENDED.. by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

990848 [Grant - State]

Resolution authorizing the Department of Public Health, Population Health and Prevention, to accept and expend retroactively a grant in the amount of \$5,000 from the California Department of Fish and Game, Office of Oil Spill Prevention and Response, for providing input into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

4/27/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Richard Lee, Environmental Health Services, Department of Public Health.

RECOMMENDED.. by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

990808 [Contract, DPH/Department of Rehabilitation]

Resolution authorizing the Department of Public Health, Public Health Division, Community Mental Health Services to enter into a Cooperative Program Agreement with the Department of Rehabilitation San Francisco District, including a required match of \$160,605, and which does not include patent infringement indemnification and false claims clauses, to provide vocational services to mentally-ill psychiatric clients. (Department of Public Health)

4/26/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Jack Rabin, Assistant Director, Community Mental Health, Department of Public Health.

RECOMMENDED.. by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

**990650 [National Center for Strategic Non-profit Planning and Community Leadership]
Supervisor Yaki**

Hearing to consider the National Center for Strategic Non-profit Planning and Community Leadership's efforts in San Francisco to strengthen fragile families and provide support networks for non-custodial fathers.

4/5/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4/9/99, TRANSFERRED to Public Health and Environment Committee. President requests calendaring at Public Health and Environment Committee meeting of May 13, 1999.

Heard in Committee. Speakers: Nigel Vann, National Center for Strategic Nonprofit Planning and Community Leadership; Edwina Young, Family Support Bureau, District Attorney's Office; Hope Kamimoto, Noncustodial Parent Project Coordinator, Department of Human Services.

FILED by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

**990749 [Mercury Pollution]
Supervisor Leno**

Resolution urging City agencies and departments and all medical facilities within San Francisco to eliminate their use of mercury and mercury containing products to prevent mercury pollution of air and water and to protect food quality.

4/19/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Supervisor Leno.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

990754 [Brown and Toland Medical Group]**Supervisors Leno, Ammiano, Katz, Bierman**

Hearing to consider allegations of denial of admission of a group of gay and lesbian physicians with large HIV/AIDS practices to the Brown and Toland Medical Group.

4/19/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Leno; Supervisor Katz; Dr. William Owen, Davies Medical Group; Dr. Tom McAfee, Director, Brown and Toland Group; Lee Ann Monfredini, President, Health Commission; Dr. George Lee, California Medical Center; Tomas Lee, Legislative Aide, representing Supervisor Ammiano; Kathleen Wayman, Director, Davies Medical Center; Dr. Richard Cazen, Davies Medical Campus; Brian Christianson; Frederick Hobson, S.F. Health Authority; Pam Cole; Bill Stibich; Michael Greene; Bruce Fitting.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

ADJOURNMENT

The meeting adjourned at 3:25 P.M.

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3/99
CITY AND COUNTY



OF SAN FRANCISCO

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

May 11, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: May 13, 1999 Public Health and Environment Committee Meeting

Item 1- File 99-0734

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention, Emergency Medical Services to accept retroactively and expend a grant in the amount of \$500,000 from the State Office of Traffic Safety for the Child Passenger Safety Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken.

Grant Amount: \$500,000

Grant Period: February 1, 1999 through September 30, 2001 (32 months)

Source of Funds: California State Office of Traffic Safety

Description: The proposed resolution would authorize DPH to accept retroactively and expend the subject grant funds in the amount of \$500,000 to establish a Child Passenger Safety Program. According to Ms. Abbie Yant of DPH, the goal of the Child Passenger Safety Program would be to reduce motor vehicle crash injuries and fatalities among children 0-

Memo to Housing and Neighborhood Services Committee
May 4, 1999 Housing and Neighborhood Services Committee Meeting

4 years of age resulting from the misuse and non-use of child safety restraints. Ms. Yant further explains that the Program would coordinate with community-based organizations and with the San Francisco Police Department to implement program goals, including education and enforcement efforts, child passenger check-ups and the distribution of child passenger safety seats, boosters and related accessories. Ms. Yant also reports that DPH intends to ensure the longevity of the Child Passenger Safety Program by establishing strong community awareness and support from community-based organizations that directly serve the children of San Francisco.

No. of Persons
Served:

Approximately 7,500 families

Budget:

A summary budget provided by DPH is as follows:

Personnel ¹	\$185,039
Travel	7,500
Contractual Services	189,200
Equipment & Supplies	90,505
Indirect Costs (15% of Personnel Costs)	<u>27,756</u>
TOTAL	\$500,000

Attachment I, provided by DPH, contains the budget details to support this budget of \$500,000.

Required Match: None.

Indirect Costs: \$27,756 (approximately 15% of program budget personnel costs)

Comments: 1. Ms. Jean Fraser of the City Attorney's Office advises that as a condition of receiving grant funds, the DPH has agreed to enter into an agreement (the "Agreement") with the California State Office of Traffic Safety that would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City Administrative Code that the Agreement include an indemnification of the City by the California State Office of Traffic Safety for the infringement of patent rights; and (2) the requirement contained in Section

¹ Includes 1 Project Coordinator "G-position" FTE, 1 Project Assistant hired part-time on an as-needed basis, and clerical support staff to be paid up to 20 hours per week on an as-needed basis.

6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claims provisions contained in Section 6.57(a) of the City Administrative Code. Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

2. Attachment II is the Grant Application Information Form as prepared by the DA.

3. A Disability Access Checklist prepared by DPH for the proposed grant program is on file with the Clerk of the Board.

Recommendation: Approve the proposed resolution.

SCHEDULE B
PAGE 1
DETAILED BUDGET ESTIMATE

PROJECT NO. OP9913

COST CATEGORY	FISCAL YEAR ESTIMATES				TOTAL COST TO PROJECT
	FY-1 2/1-9/30/99	FY-2 10/1-9/30/00	FY-3 10/1-9/30/01	FY-4	
A. PERSONNEL COSTS					
Positions And Salaries					
Permanent Salaries					
Project Coordinator	33,222.00	49,670.00	51,366.00		134,458.00
0.8FTE @\$29.97/hr for 8 months FY1 @ 12 mos FY2, @ 12 mos plus 3% COLA in FY3					
Project Assistant	5,000.00	5,000.00	5,000.00		15,000.00
as needed up to 20 hrs /wk at \$11.94/hr					
Clerical Support	2,000.00	2,000.00	2,000.00		6,000.00
as needed up to 20 hrs /wk at \$15.00/hr					
total:	40,222.00	56,870.00	58,366.00		155,458.00
Employee Benefits @ 22%	\$ 7,308.84	\$ 10,971.40	\$ 11,300.52		29,580.76
Category Sub-Total	\$ 47,530.84	\$ 67,841.40	\$ 69,666.52	\$ -	\$ 185,038.76
B. TRAVEL EXPENSE					
In -State	2,500.00	2,500.00	2,500.00		7,500.00
Category Sub-Total	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 7,500.00
C. CONTRACTUAL SERVICES					
CPS Consultant Contracts	1,200.00	1,500.00	1,500.00		4,200.00
Media Relations Consultant Contract	12,000.00	10,000.00	10,000.00		32,000.00
Volunteer Stipends	1,000.00	1,000.00	1,000.00		3,000.00
San Francisco Police Department	50,000.00	50,000.00	50,000.00		150,000.00
Category Sub-Total	\$ 64,200.00	\$ 62,500.00	\$ 62,500.00	\$ -	\$ 189,200.00

SCHEDULE B
PAGE 2
DETAILED BUDGET ESTIMATE

PROJECT NO. OP9913

COST CATEGORY	FISCAL YEAR ESTIMATES				TOTAL COST TO PROJECT
	FY-1 2/1-9/30/99	FY-2 10/1-9/30/00	FY-3 10/1-9/30/01	FY-4	
D. NON-EXPENDABLE PROPERTY					
Not applicable					
Category Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -
E. OTHER DIRECT COSTS					
Consumable Office Supplies	300.00	300.00	300.00		900.00
Materials	2,000.00	2,000.00	1,605.43		5,605.43
Printing	5,000.00	5,000.00	5,000.00		15,000.00
Photocopying	1,000.00	1,000.00	1,000.00		3,000.00
translation	1,000.00	1,000.00	1,000.00		3,000.00
Phone	1,000.00	1,000.00	1,000.00		3,000.00
400 Car Seats, Boosters and Accessories	18,000.00	18,000.00	18,000.00		54,000.00
Membership/Subscription and other fees	1,800.00	250.00	250.00		2,300.00
Computer Hardware	2,000.00				2,000.00
Computer Software	500.00	500.00	500.00		1,500.00
2 phones	200.00				200.00
Category Sub-Total	\$ 32,800.00	\$ 29,050.00	\$ 28,655.43	\$ -	\$ 90,505.43
F. INDIRECT COSTS					
15% of Personnel Costs	7,129.63	10,176.21	10,449.98		27,755.81
Category Sub-Total	\$ 7,129.63	\$ 10,176.21	\$ 10,449.98	\$ -	\$ 27,755.81
PROJECT TOTAL	\$ 154,160.47	\$ 172,067.61	\$ 173,771.93	\$ -	\$ 500,000.00

File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department, Division, & Branch: DPH/PHP/EMS Section
2. Contact Person: Abbie Yant Telephone: 554-9970
3. Project Title: Child Passenger Safety
4. Grant Source Agency: California Office of Traffic Safety
5. Type of Funds (Circle): Federal Federal - State (Pass Through) State Local Private
6. Proposed (New/Continuation) Grant Project Summary:
The goal of this project is to reduce injuries and fatalities among children 0-4 years of age resulting from misuse and lack of use of child safety restraints due to motor vehicle crashes. This program will provide for a coalition of community based organizations to develop and implement a comprehensive child passenger safety program that includes: a low cost child passenger safety seat program, collaboration with the San Francisco Police Department to increase education and enforcement efforts including frequent child passenger check ups, community, police and hospital education and outreach using NHTSA certified trainers, and promotion of the program through media outreach.
7. Amount of Grant Funding Applied For: \$500,000
8. Maximum Funding Amount Available (at time of application): unknown
9. Required Matching Funds? (Circle): Yes No Cash In-kind

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

The City will provide adjunctive services for administration of this project. In kind contribution includes office space and furnishings. The Department of Public Health, EMS Section will provide project direction.

		FY-1	FY-2	
FY-3				
Program Administrator	10%	7,616	7,616	7,616
Office Rental				
(150sq/ft at \$1.19/sq ft/month)		2,142	2,142	2,142
Office Furnishings				
(desk, chairs, lamps, heater, files, misc)		1,500		
Indirect	7%	3,327	4,748	4,876
TOTAL		\$14,585	\$14,506	\$14,634

10. Number of new positions created and funded:

0.8 FTE Project Coordinator

as needed clerical and project assistants

Work order fund for SFPD overtime for traffic enforcement

11. If new positions are created, explain the disposition of employee(s) once the grant ends:

These positions are temporary and will no longer be funded after the grant funds are depleted.

12. Are indirect costs eligible costs for this grant? (Circle): Yes No:
If yes, please identify the amount of \$s in indirect costs: \$27,755

13. Amount to be spent on contractual services: \$39,200

14. a.) Will contractual services be put out to bid? (Circle): Yes No:
b.) If so, will contract services help to further the goals of the department's Yes
MBE/WBE requirements? :

15. Is this request for contracting out likely to be: (Circle One) One Time Ongoing

16. Term of Grant: Start-Date: 2/1/99 End-Date: 09/30/01

17. Date You Were Notified That This Funding Was Available: 11/98

18. Grant Application Due Date: 1/98

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

Occupant protection programs include child restraint and seat belt programs. Proposals should address education, training, enforcement, public information, and may include personnel, educational materials, and child restraint devices.

20. Department Head Approval:
(To be obtained by Grant Manager)

Mitchell Katz, M.D., Director of Health

Signature

Item 2 – File 99-0848

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention Division, Community Health and Safety, to accept and expend retroactively grant funds in the amount of \$5,000 from the California Department of Fish and Game, to participate in updating (1) the Regional San Francisco Bay/San Joaquin Delta Area Contingency Plan and (2) the San Francisco Oil Spill Prevention and Response Plan and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken.

Grant Amount: \$5,000

Grant Period: January 1, 1999 through December 31, 1999

Source of Funds: California Department of Fish and Game, Office of Oil Spill Prevention and Response

Description: In 1992, the Department of Public Health (DPH) applied for and accepted a grant in the amount of \$49,550 from the California Department of Fish and Game to fund DPH's development of the San Francisco Oil Spill Prevention and Response Plan for the purposes of having a local plan to prevent and respond to oil spills pursuant to the Federal Oil Pollution Act of 1990. The grant also funded San Francisco's participation in the development of the Regional San Francisco Bay/San Joaquin Delta Contingency Plan for oil spills. This Regional Plan was developed for the purpose of meeting requirements of the Federal Oil Pollution Act of 1990 for regional planning in connection with the prevention of and response to oil spills. The DPH's role in the development of the Regional Plan involved providing information on San Francisco's environmentally sensitive locations, economically significant sites, resources available to mitigate oil spills, potential staging locations, and contacts and procedures in the event of an oil spill.

Mr. Richard Lee of the DPH advises that the Regional San Francisco Bay/San Joaquin Delta Contingency Plan, which was completed in June of 1993 and the San Francisco Oil Spill Prevention and Response Plan, which was completed in August of 1993, now both need to be updated pursuant to Federal Oil Pollution Act guidelines. Mr. Lee advises that such plans should be updated annually, in order to ensure the overall effectiveness of the plans.

The proposed grant funds would allow DPH to (1) participate in updating the Regional San Francisco Bay/San Joaquin Delta Area Contingency Plan and (2) update the San Francisco Oil Spill Prevention and Response Plan.

Budget:

Personal Services

Senior Industrial Hygienist	
(80 hours @ \$40.00 per hour)	\$3,200
Fringe Benefits @ 30%	<u>960</u>
Subtotal	4,160

Operating Expenses

Travel	400
Supplies	<u>240</u>
Subtotal	640

<u>Indirect Costs</u>	<u>200</u>
-----------------------	------------

TOTAL	\$5,000
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Required Match: None.

Indirect Costs: \$200

Comment:

1. The proposed resolution to accept and expend the grant funds is retroactive to January 1, 1999. Mr. Lee advises that because DPH received notice of the availability of the grant on April 5, 1999, the proposed resolution is now being submitted for the Board of Supervisors approval. According to Mr. Lee, DPH has already expended approximately \$1,000 or 20 percent of the subject grant funds on attending the 1999 meetings of the Regional San

BOARD OF SUPERVISORS

BUDGET ANALYST

Francisco Bay/San Joaquin Delta Contingency Plan
Committee.

2. Ms. Jean Fraser of the City Attorney's Office advises that as a condition of receiving the grant funds, the DPH has agreed to enter into an agreement (the "Agreement") with the California Department of Fish and Game that would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City Administrative Code that the Agreement include an indemnification of the City by the California Department of Fish and Game for the infringement of patent rights; and, (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

3. The Attachment is a summary of the grant application information, as prepared by the DPH, for the proposed grant funds.

4. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

5. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the California Department of Fish and Game if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the California Department of Fish and Game if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

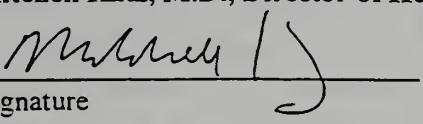
To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department, Division, & Branch: Population Health and Prevention, Community Health and Safety Services, Environmental Health.
2. Contact Person: Richard Lee Telephone: 252-3992
3. Project Title: Oil Spill Contingency Plan
4. Grant Source Agency: California Department of Fish & Game
5. Type of Funds (Circle): Federal Federal-State (Pass-Through) State Local Private
6. Proposed (New/Continuation) Grant Project Summary: Participate in the Coast Guard's Area Planning process and thereby assist in the update of the Area Plan, participate in oil spill exercises, and ensure consistency between the Federal, State and Local Contingency Plans.
7. Amount of Grant Funding Applied For: \$5,000
8. Maximum Funding Amount Available (at time of application): \$5,000
9. Required Matching Funds? (Circle): Yes No Cash In-kind
If yes, list dollar amount and identify source of Matching Funds in Department Budget:
N/A
10. Number of new positions created and funded: None
11. If new positions are created, explain the disposition of employee(s) once the grant ends:
N/A
12. Are indirect costs eligible costs for this grant? (Circle): Yes No
If yes, please identify the amount of \$s in indirect costs: \$200
13. Amount to be spent on contractual services: None

4/15/99

14. a.) Will contractual services be put out to bid? (Circle): Yes: No: N/A
b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : N/A
15. Is this request for contracting out likely to be: One Time or Ongoing? (CircleOne) N/A
16. Term of Grant: Start-Date: 1/1/99 End-Date: 12/31/99
17. Date You Were Notified That This Funding Was Available: April 5, 1999
18. Grant Application Due Date: N/A
19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): (1) This grant agreement is entered into pursuant to the Kempert-Keene-Seastrand Oil Spill Prevention and Response Act. (2) Contractor agrees to provide all personnel, space, labor, materials, tools, equipment, and incidentals necessary in accordance with the attached Exhibit A entitled "City and County of San Francisco, Scope of Work – Area Planning". (3) The County is aware that the area committee within the local Marine Safety Office jurisdiction is responsible for establishing the schedule of meetings and working sessions necessary to complete the Area Contingency Plan update. A maximum degree of communication between the area committees and all participants will be vital. Networking and sharing of information will be essential. The State will be responsible for ensuring that for each subject area, the area plan includes input representative of local government information.
20. Department Head Approval: Mitchell Katz, M.D., Director of Health
(To be obtained by Grant Manager)


Signature

Item 3 – File 99-0808

Department: Department of Public Health
Public Health Division
Community Mental Health Services

Item: Resolution authorizing the Department of Public Health (DPH), Public Health Division, Community Mental Health Services, to enter into a Cooperative Program Agreement, which includes a required match of \$160,605, with the State Department of Rehabilitation to contract with two non-profit organizations to provide vocational services for mentally-ill psychiatric clients. This resolution also authorizes DPH to enter into an Agreement that does not include patent infringement indemnification and false claims clauses.

Grant Amount: \$478,618 (see Comment No. 1)

Grant Period: July 1, 1999 through June 30, 2000

Source of Funds: State Department of Rehabilitation

Description: The proposed resolution would authorize the DPH to enter into a Cooperative Program Agreement with the State Department of Rehabilitation that provides for awards of Case Services Contracts to two non-profit organizations, namely Community Vocational Enterprises (CVE) and Richmond Area Multi-Services (RAMS). The Case Service Contracts would, according to Mr. Jack Rabin of the DPH, allow CVE and RAMS to provide vocational assessment, job support, and benefits counseling services for 85 and 100 mentally-ill psychiatric clients, respectively. This is the sixth year that the City has received grant funds from the State Department of Rehabilitation for the provision of these services.

Memo to Public Health and Environment Committee
May13, 1999 Public Health and Environment Committee Meeting

Budget: Mr. Rabin has provided a budget for the total project costs of \$478,618 for the one-year period from July 1, 1999 to June 30, 2000, as follows:

<u>Contractual Services</u>	
Community Vocational Enterprises	\$236,367
Richmond Area Multi-Services	<u>242,251</u>
TOTAL BUDGET	\$478,618

Attachments 1 and 2, provided by DPH, contain supporting budgets for the contractual services to be provided by CVE and RAMS, respectively.

Required Match: \$160,605 to be included in DPH's FY 1999-2000 budget.

Indirect Costs: None. The State Department of Rehabilitation does not allow the inclusion of indirect costs in Cooperative Program Agreements.

Comments:

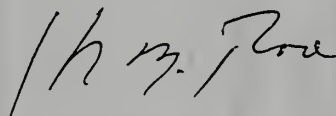
1. According to Ms. Anne Okubo of DPH, the State Department of Rehabilitation requires DPH to commit a local match of \$160,605 in order to qualify for this grant. As a result, the actual net amount that the City would receive from this grant is \$318,013 (\$478,618 less the required match of \$160,605). Ms. Okubo states that the DPH will request the \$160,605 in matching funds in its FY 1999-2000 budget.
2. According to Mr. Rabin, CVE and RAMS were selected on a sole-source basis because of their experience in providing vocational services to seriously emotionally disturbed clients.
3. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the Cooperative Program Agreement include an indemnification of the City by the State Department of Rehabilitation for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Cooperative Program Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to

BOARD OF SUPERVISORS
BUDGET ANALYST

Ms. Jean Fraser of the City Attorney's Office, these requirements apply to situations in which the City purchases goods or services, not when the City receives or passes through grant funds. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

4. DPH has prepared a Disability Access Checklist for the proposed grant program, which is on file with the Clerk of the Board.

Recommendation: Approve the proposed resolution.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

☒ Original

☐ Amendment

☐ Revision

Contractor Name and Address: CVE Inc, 450 Sansome St., 10 th Floor San Francisco, CA 94111		Contract Number: 94-3250836		Federal ID Number: 94-3250836	Page of Pages 1 of 1
Line No.	Position Title/% of Time Expense & Description	Period Claimed: 7/1/99 - 6/30/00	Effective Date:	Effective Date:	TOTAL BUDGET
	PERSONNEL	Amount Budgeted	Budget Change	Budget Change	
1	Director of Client Services 30%	18,106			18,106
2	Training Coordinator I 90%	35,005			35,005
3	Training Coordinator II 60%	23,337			23,337
4	Benefits/OT Coordinator 50%	12,071			12,071
5	Career Center Coordinator 25%	11,400			11,400
6	Executive Director 20%	20,182			20,182
7	Employment Services Manager 25%	14,514			14,514
8	Director of Business & Finance 20%	15,289			15,289
9	Clerical Assistant 45%	6,638			6,638
	OPERATING				
10	Rent	57,600			57,600
11	Communication	3,168			3,168
12	Subtotal	217,310			217,310
13	INDIRECT/ADMINISTRATIVE OVERHEAD				
	Administrative Overhead 8.77%	19,057			19,057
	TOTALS	\$236,367			\$236,367

Indirect costs are allowable costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract and are allocated to the program or contract using a method in compliance with Office of Management and Budget (OMB) circulars. The allocation method must be fully explained in the contract budget narrative and must be supported by actual costs incurred and paid by the organization. The allocation of indirect costs cannot be based on an arbitrary fixed rate.

Original

Amendment

Revision

Contractor Name and Address:		Contract Number: 21163		Federal ID Number: 23-7389436		Page of Pages 1 of 2	
Richmond Area Multi-Services, Inc. 3626 Balboa Street San Francisco, CA 94121		Budget Period: 7/1/99 - 6/30/00		Effective Date:		Effective Date:	
Line No.	Position Title % of Time Expense & Description	Amount Budgeted	Budget Change	Budget Change	Budget Change	TOTAL BUDGET	
1	Employment Placement Specialist 100% Chinese Focus	\$37170					
2	Employment Placement Specialist 100% Filipino Focus	37170					
3	Vocational Evaluator 100%	38940					
4	Employment Training Specialist 100% Chinese Focus	33040					
5	Employment Training Specialist 50% Filipino Focus	16520					
6	Administrative Assistant 50%	11800					
7	Director of Vocational Services 50%	29500					
8	Rental of Office (\$1.50 x 100ft x 4 offices)	8040					
9	Office Supplies	2645					
10	Duplication / Reproduction	900					
11	Mileage	1200					
12	Vocational Evaluation Materials	1068					
TOTALS							

Indirect costs are allowable costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract and are allocated to the program or contract using a method in compliance with Office of Management and Budget (OMB) circulars. The allocation method must be fully explained in the contract budget narrative and must be supported by actual costs incurred and paid by the organization. The allocation of indirect costs cannot be based on an arbitrary fixed rate.

Preparing the Contract

STATE OF CALIFORNIA
SERVICE BUDGET
DR 801A (REV. 2/98)

P. 2/4 03

DEPARTMENT OF REHABILITATION

☒ Original

☐ Amendment

☐ Revision

Contractor Name and Address: Richmond Area Multi-Services 3626 Balboa Street San Francisco, CA 94121		Contract Number: 21163	Federal ID Number: 23-7389436	Page of Pages 2 of 2
Budget Period: 7/1/99 - 6/30/00		Effective Date:	Effective Date:	
Line No.	Position Title % of Time Expense & Description	Amount Budgeted	Budget Change	TOTAL BUDGET
13	Training	\$251		
2	Subtotal	218,244		
14	Indirect Cost	24,007		
4				
5				
6				
7				
8				
9				
10				
11				
12				
TOTALS		\$242,251.00		

Indirect costs are allowable costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract and are allocated to the program or contract using a method in compliance with Office of Management and Budget (OMB) circulars. The allocation method must be fully explained in the contract budget narrative and must be supported by actual costs incurred and paid by the organization. The allocation of indirect costs cannot be based on an arbitrary fixed rate.

Preparing the Contract

T-12

RAMS

81

05/MAY 10 '99 09:26AM 156680246



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Gregoire Hobson

Thursday, May 27, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

Meeting Convened

The meeting convened at 1:05 P.M.

REGULAR AGENDA

990707 [San Francisco General Hospital Pharmacy Closure]
Supervisor Katz

Hearing to consider the impact of the closure of the San Francisco General Hospital pharmacy.

4/12/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Katz; Dr. Mitchell Katz, Director of Health, Department of Public Health; Brad Benson, representing Supervisor Ammiano; Dr. Meg Newman, Emergency Coalition for Public Health; Dr. Collen Thompson, Resident Physician, Portero Hill Clinic; Dr. Norma Joe Waxman; Rosalyne Montgomery; Will Brady, Coalition to Save Public Health; Ed Kingsley, SEIU Local 790; Ignatus DeGroot, Pastor, St. Anthony's Catholic Church; Sarah Shaker, Executive Director, Instituto Laboral De La Raza.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

The meeting adjourned at 2:24 P.M.

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City and County of San Francisco

Meeting Minutes

Public Health and Environment Committee

Members: Supervisors Sue Bierman, Amos Brown, Michael Yaki and Mark Leno

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Gregoire Hobson

Thursday, June 10, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Amos Brown, Michael Yaki, Mark Leno.

Members Absent: Sue Bierman.

Note: Chairperson Bierman was absent for the entire meeting and due to the expected absence of Supervisor Yaki for Item No. 3, President Ammiano appointed Supervisor Leno to be a member of the Committee to maintain a quorum for the meeting.

Time Meeting Convened

The meeting was convened at 1:05 P.M.

REGULAR AGENDA

991020 [Contract - DPH/Health Management Systems, Inc.]

Resolution authorizing the Director of Public Health and the Purchaser to execute a contract between the City and County of San Francisco and Health Management Systems, Inc. to provide electronic claims submission, claiming of aged accounts and managed care consulting, claims and data processing services. (Department of Public Health)

5/19/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Dianne Keefer, Director of Finance, Department of Public Health.

RECOMMENDED.. by the following vote:

Ayes: 2 - Brown, Yaki

Absent: 2 - Bierman, Leno

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990353 [School-Based Health Services]**Supervisor Katz**

Hearing to consider establishment of school-based health clinics in San Francisco high schools.

2/22/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Katz; Deborah Alvarez-Rodriguez, Director, Department of Children, Youth and Families; James Loyce, Deputy Director, Department of Public Health; Jill Wynns, member, San Francisco Board of Education; Taj James, Coleman Advocates for Children and Youth; Trish Bascome, Director, School Health Program, S.F. Unified School District; Berta Guillen, senior, Lowell High School representing Youth for Access to Health Care Coalition; Janet Shalwitz, M.D., Medical Director, Children, Youth and their Families Section, Department of Public Health; Susan Kim, Director, Youth Commission; Maureen McCarthy, Balboa Teen Health Center; Albert Eng, Assistant Director, Children, Youth and the Families Section, Department of Public Health; Tracy Flanagan, M. D., San Francisco Health Plan; Barry Lawlor, Manager of Community Health, Catholic Health Care West/St. Mary's Medical Center; Dr. Sherry Sherman, Director of Community Benefits for California Pacific Medical Center; Margaret Brokin, Coleman Advocates; Jamie Motley, student, Wallenberg School; Ansy Hernandez; Marybeth Wallace, Parent Advocates for Youth; Alice Hanson; Shineen Lee; Dr. Coco Auerswald, Division of Adolescent Medicine, UCSF; Kim Carbuck; Ali Weinhouse, Lincoln High School; Dr. Mary Ott, Peditrician; Dr. Alison Gallorath, Department of Pediatrics, UCSF; Helynna Brooke, Chair, Mental Health Board; Roni Robertson, Nurse Practitioner, Balboa Teen Health Center.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Brown, Yaki

Absent: 2 - Bierman, Leno

990749 [Mercury Pollution]**Supervisor Leno**

Resolution urging City agencies and departments and all medical facilities within San Francisco to eliminate their use of mercury and mercury containing products to prevent mercury pollution of air and water and to protect food quality.

4/19/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

5/13/99, CONTINUED TO CALL OF THE CHAIR. Heard in Committee. Speaker: Supervisor Leno.

Heard in Committee. Speakers: Francesca Vietor, Executive Director, Department of the Environment; Dr. Rajiv Bhatia, Medical Director, Occupational and Environmental Health, Department of Public Health; Michael Carlin, Public Utilities Commission; Mike Green, Executive Director, Center for Environmental Health; Greg Carras, Community for a Better Environment; Peter Buxton; Paul Ruzzi, Hazardous Waste Program. Amendment of the Whole bearing new title presented in Committee by Supervisor Leno. Supervisor Brown added as co-sponsor.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE.

Resolution urging City agencies and departments and all medical facilities within San Francisco to eliminate to protect and preserve human and environmental health.

RECOMMENDED AS AMENDED by the following vote:

Ayes: 2 - Brown, Leno

Absent: 2 - Bierman, Yaki

ADJOURNMENT

The meeting adjourned at 3:33 P.M.

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

June 8, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: June 10, 1999 Public Health and Environment Committee Meeting

Item 1 - File 99-1020

Department: Department of Public Health (DPH)
Purchaser

Item: Resolution authorizing the Director of Public Health and the Purchaser to execute a contract between the City and Health Management Systems, Inc. to provide electronic claims submission, retroactive claims reprocessing and managed care consulting services.

Estimated Total

Amount of Contract: \$10,029,000 over four fiscal years commencing July 1, 1999 through June 30, 2003 (see Comment No. 1)

Source of Funds: According to Ms. Diane Keefer of DPH, DPH will pay HMS an estimated \$2,507,250 for the first-year of the proposed contract. According to Ms. Keefer, the funding sources for this \$2,507,250 is \$1,650,000 which was requested in DPH's FY 1999-2000 proposed budget and the remaining \$857,250 would be deducted from anticipated revenues that accrue to the City as a result of the proposed contract with HMS in accordance with

Section 5.5 (Collection Services) of the City's Annual Appropriation Ordinance.

Description:

The proposed resolution would authorize the Director of Public Health and the Purchaser to renew an existing contract with Health Management System (HMS), Inc. for HMS to provide electronic claims submission, retroactive claims reprocessing and managed care consulting services for the four-year period of July 1, 1999 through June 30, 2003.

In October of 1994, the Board of Supervisors approved a four-year contract (File No. 172-94-35) from November 1, 1994 through October 31, 1998 between the City and County of San Francisco, Department of Public Health (DPH) and HMS to: (1) provide Electronic Claims Submission, whereby HMS reviews data contained in Medi-Cal, Medicare and other types of claims to be submitted to the State and Federal government for reimbursement; (2) to provide Retroactive Claims Reprocessing, whereby HMS identifies whether patients whose bills have not been paid (delinquent accounts) may be eligible for reimbursement under the Medi-Cal and Medicare programs; and (3) to provide Managed Care Consulting Services, whereby HMS processes data contained in managed care claims submitted to the DPH's Office of Managed Care. Attachment I, provided by DPH, describes in further detail all three of the above-noted services which are currently provided by HMS.

Ms. Keefer reports that, when the prior contract expired on October 31, 1998, DPH subsequently extended the term of this contract with HMS for the eight-month period of November 1, 1998 through June 30, 1999, without obtaining approval from the Board of Supervisors. According to Ms. Monique Zmuda of DPH, DPH extended the term of this contract on a month to month basis without Board of Supervisors approval because the selection process for a consultant to provide the subject claims processing services under a proposed new contract took longer than anticipated by DPH. As such, Ms. Zmuda states that in order to ensure the provision of such services without interruption, DPH extended the term of the existing contract with HMS.

According to Ms. Keefer, DPH issued a Request for Proposal (RFP) on October 10, 1998 for all services which are currently provided by HMS. Ms. Keefer reports that HMS was again selected as the consultant. DPH issued the RFP to 31 firms. Attachment II, provided by DPH, is a list of the four firms which responded to all or portions of the RFP and a Rate Evaluation for each of the firms which responded.

Comments:

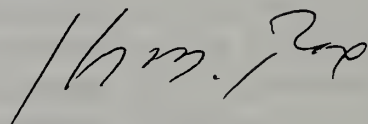
1. Ms. Keefer advises that the total estimated cost of the proposed four-year contract with HMS is based upon a percentage of total revenues collected by HMS for the City by its provision of the subject claims processing services. Attachment III, provided by DPH, contains the current and proposed percentages of revenues that would be paid to HMS by the City under the proposed contract.

2. Attachment IV, provided by DPH, compares the current annual payments and the proposed annual payments to be made by DPH to HMS and contains the estimated net revenues which would accrue to the City under the proposed contract. A summary of the FY 1998-99 payments, compared to the proposed FY 1999-2000 payments, and the related net revenues to the City, is as follows:

Memo to Public Health and Environment Committee
June 10, 1999 Public Health and Environment Committee Meeting

<u>Electronic</u>	FY 1998-99	
<u>Claims Submission</u>	<u>(10 months)</u>	<u>FY 1999-00</u>
Total Revenues	\$58,447,138	\$69,000,000
HMS Fees	<u>(1,243,186)</u>	<u>(1,650,000)</u>
Net Revenues to the City	\$57,203,952	\$67,350,000
 <u>Retroactive</u>		
<u>Claims Reprocessing</u>		
Total Revenues	\$631,359	\$787,500
HMS Fees	<u>(159,700)</u>	<u>(173,250)</u>
Net Revenues to the City	\$471,659	\$614,250
 <u>Managed Care</u>		
<u>Consulting Services</u>		
HMS Fees	<u>(\$400,000)</u>	<u>(\$684,000)</u>
 TOTAL HMS Fees	\$1,802,886	\$2,507,250
 TOTAL Net Revenues to the City	\$57,275,611	\$67,280,250

Recommendation: Approve the proposed resolution.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Steve Kawa
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

ATTACHMENT I

Services to be Performed by Contractor: Electronic Claims Submission, Retroactive Claims Reprocessing, and Managed Care Consulting Services

I. Electronic Claims Submission

HMS will provide a complete and comprehensive package of accounts receivable management and electronic claims submission functions for the CHN. This will include, but is not limited to:

- i) A LAN based system installed in the Business Office located at SFGH.
- ii) Electronic billing software to produce claims for tape, electronic and/or paper submission to:
 - 1. California Medi-Cal and Medi-Cal Managed Care
 - 2. Medicare Part A and B including Psychiatric and Prospective Payment System (PPS) billing for Skilled Nursing.
 - 3. Medicare Part B billing for Professional Component and FQHC claims.
 - 4. Family Planning Access Care & Treatment (FPACT).
 - 5. All Commercial Insurance Payers
 - 6. All other payers as required.
- iii) Full time, on-site project management.
- iv) Comprehensive claims tracking for all Federal and State funded programs
- v) Compliance with all Payer regulations.
- vi) 'Year 2000' compliance no later than July 1, 1999.

II Retroactive Claims Reprocessing

HMS will provide services to assist in the identification and billing of accounts eligible for retroactive recoveries when recipient eligibility was not previously identified by the CHN. Eligibility should include Medicare and Medi-Cal and their associated Managed Care Plans, and private insurance where appropriate.

- i) DESIGNATED PROGRAMS FOR SERVICES
Patient services identified by CITY as self-pay or Sliding Scale Eligibility, billed as such by Director and determined by Director to have partially or fully uncollectable unpaid balances due.
- ii). Additionally, HMS will provide the CHN with updated eligibility, after the initial identification and billing is complete, by an automated process, to amend the CHN database with third party information.

III. Managed Care Consulting Services

HMS will provide overall management of the systems, processes and staff necessary for efficient processing of claims and encounters, under the general direction of the Office of Managed Care (OMC) and in the context of working alongside OMC employees.

ATTACHMENT II

RESULTS OF EVALUATION OF PROPOSALS

CATEGORY: ELECTRONIC CLAIMS SUBMISSION

As a result of the evaluation process, the Committee ranked the proposals for ELECTRONIC CLAIMS SUBMISSION in order of preference as follows:

OVERALL PROPOSAL EVALUATION (includes rate)

AGENCY	SCORE
Health Management Systems, Inc.	81.60

RATE EVALUATION

AGENCY	RATE	SCORE
Health Management Systems, Inc.	1.25% / 6%	20

CATEGORY: CLAIMING OF AGED ACCOUNTS

As a result of the evaluation process, the Committee ranked the proposals for CLAIMING OF AGED ACCOUNTS in order of preference as follows:

OVERALL PROPOSAL EVALUATION (includes rate)

AGENCY	SCORE
Health Management Systems, Inc.	80.40
On-Line	25.06

RATE EVALUATION

AGENCY	RATE	SCORE
Health Management Systems, Inc.	15% / 25%	20
On-Line	30%	16.66

CATEGORY: MANAGED CARE CONSULTING AND DATA PROCESSING

As a result of the evaluation process, the Committee ranked the proposals for MANAGED CARE CONSULTING AND DATA PROCESSING in order of preference as follows:

OVERALL PROPOSAL EVALUATION (includes rate)

AGENCY	SCORE
Genesis Medical Management, Inc	58.40
Health Management Systems, Inc.	38.20
Shared Medical Systems, Inc.	37.40

RATE EVALUATION

AGENCY	RATE	SCORE
Health Management Systems, Inc.	\$2.40 pmom	20
Shared Medical Systems, Inc.	\$3.69 pmom	13
Genesis Medical Management, Inc	\$6.20 pmom	7.44

(1) Comprehensive Accounts Receivable Management and Electronic Claims Submission Services (CAMS)

Under the current contract, HMS receives 1.25% of inpatient revenues and 6.5% of outpatient revenues for SFGH, and 12% of outpatient revenues for the Community Oriented Primary Care Health Centers within the DPH. These fees are not to exceed \$1,800,000 per year (\$1.5 for SFGH services and \$300K for Health Clinics).

Under the proposed contract, HMS would receive 1 percent of inpatient revenues and 6 percent of outpatient revenues, throughout the CHN, not to exceed \$1,650,000 per year against targeted revenue of \$90 million annually. HMS would then receive 1.5 percent of inpatient revenue and 6.5 percent of outpatient revenues collected above the baseline of \$90 million annually, without any maximum annual limit.

(2) Retroactive Claims Reprocessing (RCR) Services

Under the current contract, HMS receives 17.5 percent of inpatient revenue and 25% of outpatient revenue collected by the CHN under the RCR program. There is no maximum limit.

Under the proposed contract, HMS would receive 15 percent of inpatient revenue and 25 percent of outpatient revenue collected by the CHN under the RCR program, without any annual maximum limit.

(3) Managed Care Consulting Services

Under the current contract, HMS receives \$40,000 per month for its provision of Managed Care Consulting Services.

Under the proposed contract, the scope of services is expanded to include overall management of the Managed Care computer system, Diamond 725, which is integral to claims and encounter processing for the Office of Managed Care. In addition, staffing requirements are expanded. Under this proposed contract, HMS would receive \$57,000 per month for the first two years and \$60,000 per month for the third and fourth years of the contract for the provision of Managed Care Consulting services.

COMPARATIVE ANALYSIS
CURRENT ANNUAL PAYMENTS TO PROPOSED ANNUAL PAYMENTS

CATEGORY: Electronic Claims Processing

CAMS	FY94-95	FY95-96	FY96-97	FY97-98	FY 98-99 (10 months)	Projected FY99-00
Total Revenue	\$60,924,662	\$65,678,298	\$53,670,006	\$63,293,623	\$58,447,138	\$69,000,000
HMS Fees	\$1,690,245	\$1,006,365	\$1,488,281	\$1,784,537	\$1,243,186	\$1,650,000
Net Revenue to the City	\$59,234,417	\$64,671,933	\$52,181,725	\$61,509,086	\$57,203,952	\$67,350,000

CATEGORY: Retroactive Claims Reprocessing

RCR	FY94-95	FY95-96	FY96-97	FY97-98	FY 98-99 (10 months)	Projected FY99-00
Total Revenue	\$6,660,189	\$3,195,901	\$2,022,838	\$1,630,669	\$ 631,359	\$787,500
HMS Fees	\$ 379,843	\$ 355,998	\$ 366,710	\$ 375,538	\$ 159,700	\$173,250
Net Revenue to the City	\$ 6,280,346	\$ 2,839,903	\$1,656,128	\$ 1,255,131	\$ 471,659	\$ 614,250

CATEGORY: Managed Care Consulting Services

	FY97-98	FY 98-99 (10 months)	Projected FY99-00
HMS Fees	\$ 320,000	\$ 400,000	\$ 684,000

Total Revenue Current Contract	Total HMS Fees Current Contract	Total Net Revenue Current Contract
\$ 316,154,683	\$ 8,850,403	\$ 307,304,280

Contract Period	Total Revenue Proposed Contract	Total HMS Fees Proposed Contract	Total Net Revenue Proposed Contract
FY 99-00	\$ 69,787,500	\$ 2,507,250	\$ 67,280,250
FY 99-02*	\$ 279,150,000	\$ 10,029,000	\$ 269,121,000

* assuming revenue targets are met.

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City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Gregoire Hobson

Tuesday, June 29, 1999

10:00 AM

City Hall, Room 263

Rescheduled Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

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Meeting Convened

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The meeting convened at 10:10 A.M.
Supervisor Brown noted present at 10:12 A.M.

07-01-99A10:33 RCVD

REGULAR AGENDA

990958 [Teen Pregnancy, Unprotected Sex, Sexually Transmitted Diseases]
Supervisor Leno

Hearing to investigate the issue of teen pregnancy, unprotected sex and transmission of sexually transmitted diseases among youth in San Francisco.

5/10/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Yaki
Absent: 1 - Brown

991009 [Presidio Development Environmental Impact Statement]
Supervisor Ammiano

Hearing to review the Presidio Trust's Environmental Impact Statement (EIS) and to request that Planning Department begin assembling comments to the EIS from various City Departments and agencies including, but not limited to, the Department of Parking and Traffic, the San Francisco County Transportation Authority, the Department of Transportation and the Public Utilities Commission.

5/17/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Ammiano; Joan Girardot, President, Homeowners Association; Michael Paige, Marina Civic and Improvement Association; Steve Krefting; Mike Broslow; Johanna Wald; Norma Springman; Laurie Fontatello, Marina Property Association; Patricia Vaughney; John Bardis, President, Coalition for San Francisco Neighbors; Emeric Culman; Hilary Gitelman, Environmental Review Officer, Planning Department. Continued to July 22, 1999.

CONTINUED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991149 [Airport Expansion and Environmental Review]**Supervisor Ammiano**

Resolution urging the San Francisco Planning Department's Office of Environment Review and the Federal Aviation Administration to conduct an open, complete environmental review of the proposed Airport expansion that encourages broad public participation and to hold early and open EIS/R scoping hearings; urging a draft EIS/R that analyzes in detail all proposed impacts of the project; and urging the San Francisco International Airport to provide all information and funding necessary to analyze a runway configuration plan that uses the minimum necessary bay fill.

6/7/99, RECEIVED AND ASSIGNED to Transportation and Land Use Committee.

6/15/99, TRANSFERRED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Ammiano; Peter Nardoza, Deputy Director, Public Affairs, San Francisco Airport; Hilary Gitelman, Environmental Review Officer, Planning Department; Mike Luzzo, San Francisco Baykeeper; Phillip Babcock, San Francisco Tomorrow; Mr. Lewis; John Pizzo, Sierra Club; Johanna Wald; Steven Krefting, San Francisco League of Conservation Voters. Amendment of the Whole bearing the same title presented in Committee by Supervisor Ammiano.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE.

RECOMMENDED AS AMENDED by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

991196 [Possible Closing of Mount Zion Hospital]**Supervisors Ammiano, Katz**

Hearing to inquire into the possible closing of Mount Zion Hospital.

6/14/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Ammiano, Supervisor Katz; Peter Van Etten, CEO, UCSF Stanford Health Care; Dr. John Brown, Emergency Medical Care Section, Department of Public Health; Anthony Wagner, Chief, Community Network in San Francisco; Eric Potashner, representing Assemblywoman Carole Midgen; Corey Menotti, AFSCME 829; Orville Lester, Executive Director, Youth for Service; Michael Lightly, CNA; Dan Daniels, NAACP Executive Committee; Fred Becker, San Francisco Labor Council; Julie Jones, RN, Mt. Zion Emergency Room; Dr. Laurel Hodgson, Mt. Zion Emergency Department; Paul Espera; Nick Buick, Russian/American Services; Bill Price; Selena Keene, Ella Hill Hutch Community Center; Shirley Bierly, Senior Power; Dr. Warren Gold, UCSF Faculty; Mary Lynch, UCSF Nursing School; Jane Morrison, San Francisco Human Services Commission; Frederick Hobson; Kay McVay, Vice President, California Nurses Union; Francisco Ugarte, California Nurses Association; John Blumlein, President, Mt. Zion Health Fund; Dr. Robert Mendel; Doris Vincent; Fred Seavey, SEIU, Local 250; Patrica Vaughey; Spike Kahn, AFSCME; Don Padilla, AFSCME; Mary Higgins; Fred Mayer.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Brown

Absent: 1 - Yaki

ADJOURNMENT

The meeting adjourned at 1:40 P.M.

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City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Gregoire Hobson

Thursday, July 08, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

Meeting Convened

The meeting convened at 1:09 P.M.

REGULAR AGENDA

990958 [Teen Pregnancy, Unprotected Sex, Sexually Transmitted Diseases]

Supervisor Leno

Hearing to investigate the issue of teen pregnancy, unprotected sex and transmission of sexually transmitted diseases among youth in San Francisco.

5/10/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

6/29/99, CONTINUED TO CALL OF THE CHAIR.

Heard in Committee. Speakers: Supervisor Leno; Professor Claire Brindis, Department of Pediatrics, UCSF; Dr. Jeffrey D. Klausner, Director, STD Prevention and Control Services, Department of Public Health; Mildred Kreer, Director, Children, Youth and Families, Department of Public Health; Dr. Janet Shalwitz, Medical Director, Children, Youth and Families, Department of Public Health; Neyla Ruwin, Program Administrator, Health Services, S.F. Unified School District; Lark Thomas, Program Supervisor, Teenage Pregnancy and Parenting Project; Wave Geber, Program Director, Teen Resource to Achieve Pregnancy Prevention; Amelda; Selvia; Tracy Brown, Director, Mission Girls Services; Margaret Brokin, Coleman Advocates for Children; Aaron Clewis; Berta Guillen.

FILED.

ADJOURNMENT

The meeting adjourned at 2:26 P.M.

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City and County of San Francisco

Meeting Minutes

Public Health and Environment Committee

Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

Clerk: Gregoire Hobson

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Thursday, July 22, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

Meeting Convened

The meeting convened at 1:14 P.M.
Supervisor Brown was noted present at 1:20 P.M.

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REGULAR AGENDA

991305 [Agreement with the University of California Institute of Health Policy Studies to evaluate the impact of drug abuse treatment on demand in San Francisco]

Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to enter retroactively into a subcontract in the amount of \$87,864 with the University of California Institute of Health Policy Studies, the primary contractor, to support research activities to evaluate the impact of treatment on demand policies, which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

6/30/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Jim Stillwell, Department of Public Health. Amended to add a Further Resolved clause to read as follows: The Controller should be urged to designate the position created under the grant as a "G" or grant-funded position, which would terminate when the grant expires.

AMENDED.

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

991313 [Grant from the California Youth Authority to fund the Second Chance Tattoo Removal Program which is designed to serve high-risk youth in San Francisco]

Resolution authorizing the Department of Public Health, Community Health Network, to accept retroactively and expend grant funds in the amount of \$71,000 from the California Youth Authority for the Second Chance Tattoo Removal Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; waiving indirect costs and providing for ratification of action previously taken. (Department of Public Health)

7/6/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Alan Gibson, Budget Analyst; Monique Zmuda, Department of Public Health.

RECOMMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991009 [Presidio Development Environmental Impact Statement]**Supervisor Ammiano**

Hearing to review the Presidio Trust's Environmental Impact Statement (EIS) and to request that Planning Department begin assembling comments to the EIS from various City Departments and agencies including, but not limited to, the Department of Parking and Traffic, the San Francisco County Transportation Authority, the Department of Transportation and the Public Utilities Commission.

5/17/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

6/29/99, CONTINUED. Heard in Committee. Speakers: Supervisor Ammiano; Joan Girardot, President, Homeowners Association; Michael Paige, Marina Civic and Improvement Association; Steve Krefting; Mike Broslow; Johanna Wald; Norma Springman; Laurie Fontatello, Marina Property Association; Patricia Vaughney; John Bardis, President, Coalition for San Francisco Neighbors; Emeric Culman; Hilary Gitelman, Environmental Review Officer, Planning Department. Continued to July 22, 1999.

Heard in Commtee. Speakers: Supervisor Ammiano, President of the Board; Hilary Gitelman, Environmental Review Office, Planning Department; Anna Aguirre; Joan Girardot, President of Coalition for San Francisco Neighborhoods; Bryan Foster; Emeric Kulman; Jessie Mason.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991246 [Integrated Pest Management Ordinance]**Mayor**

Ordinance amending Administrative Code (The Integrated Pest Management Ordinance) Sections 39.5 and 39.6 to transfer the duties of the Agricultural Commissioner to the Department of the Environment.

(Amends Sections 39.5 and 39.6.)

6/21/99, ASSIGNED UNDER 30 DAY RULE to Public Health and Environment Committee, expires on 7/21/1999.

Heard in Committee. Speakers: Francesca Vietor, Executive Director, Department of the Environment; David Frieders, Director of Compliance, Department of Agricultural/Weights and Measures.

RECOMMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991051 [Asthma Problem]**Supervisor Becerril**

Hearing to consider the asthma problem in San Francisco, to gather input from experts and community members on the prevalence of the problem and its effects on city residents.

5/25/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Becerril; Tremell Birch; Gladys Fine; Dr. Janet Tynan, S.F. General Hospital; Nancy Warren; Vickie Legion, Program Director, Community Health Training and Development Center; Gladys Sandlin; Deborah Alvarez, Director, Department of Children, Youth and their Families; Marie Hinnki, nurse, San Francisco Unified School District; Veronica Lightfood, School Counselor, Dr. George W. Carver School; Neil Gendel; Dr. Sharon Sherman, California Pacific Medical Center; Dr. Larry Meredith, Department of Public Health; Jennifer Mann, Community Health, Department of Public Health; Karen Cone, Program Manager, Department of Public Health; Francesca Vietor, Executive Director, Department of the Environment; Commissioner Shelly Radford Bell, Commission on the Environment; Raymond Tomkins; Gabriel Mass, representing Assemblywoman, Carole Midgen; Bonnie Tyson; Anna Aguirre.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Brown

Absent: 1 - Yaki

ADJOURNMENT

The meeting adjourned at 3:30 P.M.

590.80
3
22/99
CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

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July 20, 1999

JUL 21 1999

TO: Public Health and Environment Committee

FROM: Budget Analyst

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SUBJECT: July 22, 1999 Public Health and Environment Committee Meeting

Item 1 - File 99-1305

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to enter retroactively into a subcontract in the amount of \$87,864 with the University of California Institute of Health Policy Studies, the primary contractor, to support research activities to evaluate the impact of treatment on demand policies, which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken.

Contract Amount: \$87,864

Contract Period: January 1, 1999 through December 31, 1999

Description: The Department of Public Health, Community Substance Abuse Services (CSAS), is collaborating with the University of California Institute for Health Policy Studies (IHPS), the primary recipient of a grant from the National Institute of Drug Abuse of the National Institutes of Health, in a research project titled, Drug Abuse Treatment on Demand Impacts in San Francisco.

The purpose of the research project is to study the impact of substance abuse treatment programs that provide treatment on demand to injection drug users.

This resolution proposes a subcontract in the amount of \$87,864 with the IHPS for DPH to provide CSAS data to the University of California IHPS Research Team for analysis. Dr. Alice Gleghorn of DPH states that DPH will provide to IHPS approximately 12,000 CSAS substance abuse treatment files annually which contain data both on substance abuse treatment programs and on individuals who have participated in DPH substance abuse treatment programs since FY 1995-96. No patient identification information will be contained in these files.

Dr. Gleghorn will be responsible for assisting the IHPS Research Team in accessing CSAS data. In addition, CSAS will be responsible for identifying and hiring an Epidemiologist I who will access CSAS data sets and transfer the data to IHPS.

Budget:

The budget details for the \$87,864 subcontract, payable by the University of California to the Department of Public Health, are as follows:

2803 Epidemiologist II		
0.2 FTE @ \$69,000	\$13,800	
Fringe benefits	<u>3,450</u>	
Subtotal		\$17,250
2802 Epidemiologist I		
1.0 FTE @ \$44,213	\$44,213	
Fringe benefits	<u>8,287</u>	
Subtotal		52,500
Software licensing fee for Statistical Analysis System (SAS) software		1,200

Computer statistical workstation, Includes hard drive and software with upgrades required for use of special statistical software	7,500
Indirect Costs	<u>9,414</u>
Total	\$87,864

Comment:

1. Although Dr. Gleghorn advises that the 2802 Epidemiologist I position is to be coded "G", or grant-funded, so that the position would terminate when the grant funds expire, this subject legislation does not provide for the position to be designated as a "G" position.
2. The subcontract agreement requires that the City waive (1) the requirement contained in Sections 6.21 and 21.19 of the Administrative Code for indemnification of the City by UCSF for the infringement of patent rights; and, (2) the requirement contained in Section 6.57(c) of the City's Administrative Code reciting false claim provisions contained in 6.57(a) of the City's Administrative Code. Ms. Jean Fraser, Deputy City Attorney, advises that waiving such provisions in this contract appear to pose minimal risk to the City.
3. The Attachment is a summary of the grant application information form, as prepared by the DPH, for the proposed subcontract.
4. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.
5. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into similar agreements with the University of California if the contract recurs or is renewed.

Recommendations:

1. Amend the proposed resolution to designate the 2802 Epidemiologist I position as a "G" or "Grant-funded" position.

BOARD OF SUPERVISORS
BUDGET ANALYST

2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into similar future subcontracts with the University of California without obtaining prior approval of the Board of Supervisors.

File Number: _____

Attachment

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Public Health; Population Health and Prevention; Community Substance Abuse Services.
2. Contact Person: Alice Gleghorn Telephone: 255-3722
3. Project Title: Drug Abuse Treatment on Demand Impacts in San Francisco
4. Grant Source Agency: UCSF, Institute for Health Policy Studies
5. Type of Funds: ☒ Federal ☐ Federal-State (Pass-Through) ☐ State ☐ Local ☒ Private
6. Proposed (New/Continuation) Grant Project Summary:

The Department of Public Health, Community Substance Abuse Services, is collaborating with UCSF, Institute for Health Policy Studies, the prime recipient of a grant from DHHS, NIH, National Institute on Drug Abuse. The title of the project is Drug Abuse Treatment on Demand Impacts in San Francisco. A subcontract in the amount of \$87,864, will support the activities of the designated Project Director of the grant, Alice Gleghorn, Ph.D., who will be responsible for the scientific conduct of the project, and a full-time temporary programmer.

The purpose of the project is to evaluate the impact of treatment on demand policies.

7. Amount of Grant Funding Applied for: \$87,864
8. Maximum Funding Amount Available: Not applicable.
9. Required Matching Funds? Yes: ☐ No: ☒ Cash or In-kind: \$0

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: One, temporary, for the term of the subcontract only.
11. If new positions are created, explain the disposition of employees once the grant ends: The position is funded for the duration of the study only.
12. Are indirect costs eligible costs for this grant? Yes: ☒ No: ☐

If yes, please identify the amount of \$ in indirect costs: \$9,414

6/3/99

13. Amount to be spent on contractual services: None

14. a.) Will contractual services be put out to bid?: Yes: ___ No: ___ : Not applicable

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Not applicable

15. Is this likely to be a one-time or ongoing request for contracting out?: One time

16. Term of Grant: Start-Date: January 1, 1999 End-Date: December 31, 1999

17. Date Department Notified of Available Funds: Not applicable.

18. Grant Application Due Date: 5/12/99

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): This is a cost-reimbursement type contract through which the DPH will be provided with monthly payments in receipt of the University's Subcontractor Invoice. All costs must be based on actual costs, with substantiating documentation. Title to equipment acquired under this Agreement will reside with the DPH, subject to HHS right to require transfer. Mutual indemnification is required.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health


Signature

Item 2 – File 99-1313

Department: Department of Public Health (DPH)
San Francisco General Hospital (SFGH)

Item: Resolution authorizing the Department of Public Health, Community Health Network, to accept retroactively and expend grant funds in the amount of \$71,000 from the California Youth Authority (CYA) for the Second Chance Tattoo Removal Program and to enter into an Agreement which does not include patent infringement indemnification and false claims clauses, and waiving indirect costs and providing for ratification of action previously taken

Grant Amount: \$71,000

Grant Period: January 1, 1999 through December 31, 2001

Source of Funds: California Youth Authority

Project: Second Chance Tattoo Removal Program

Indirect Costs: Indirect costs are not eligible for this grant.

Description: The Second Chance Tattoo Removal Program of San Francisco is designed to serve youth from San Francisco who are at risk to become involved in violent or gang-related activity. Tattoos are often used by youth gang members to identify gang-affiliation, and the presence of tattoos can be used to instigate conflict between rival gangs. The Second Chance Tattoo Removal Program is targeted at youth who want to leave gang life but are hampered from entering mainstream lives by the presence of the tattoo.

The Second Chance Tattoo Removal Program makes laser surgery available to youth, ages 13 to 24, who request tattoo removal to leave gang-related lifestyles. In exchange for receiving the tattoo removal services, the youth participating in the program are required to perform 50 hours of community service. The Program is a partnership between San Francisco General Hospital and the Central American Resource Center (CARECEN), a

BOARD OF SUPERVISORS
BUDGET ANALYST

non-profit community-based organization. SFGH will be responsible for coordinating medical laser surgery tattoo removal services. CARECEN will be responsible for (a) coordinating referrals of youth to the program from community organizations and the juvenile justice system, and (b) supervision of the community service component of the program.

Second Chance Tattoo Removal Program

SFGH Ambulatory Care Clinic has two four-hour laser tattoo removal clinics per month, for a total of eight hours. The goal of the program is to have removed, or be in the process of removing tattoos for 455 youths by January 31, 2000. SFGH provides \$40,434 of medical services and supplies annually to support the program.

Community Service Program

CARECEN is the lead agency for coordinating referrals to the Second Chance Tattoo Removal Program from community-based organizations and the juvenile justice system. CARECEN also oversees the community service component of the program. Youth participating in the Tattoo Removal Program are required to perform 50 hours of community service with community-based organizations in such areas as mentoring and/or tutoring younger youth, and providing tattoo prevention education. CARECEN monitors compliance with the community service requirement.

This resolution would authorize DPH to retroactively accept and expend funds in the amount of \$71,000 from the California Youth Authority for the Second Chance Tattoo Removal Program. The grant funds are in the form of equipment, consisting of one laser machine and a two-year maintenance contract to service the machine.

Budget:	1 Laser Machine	\$59,000
	2 Years Maintenance	<u>12,000</u>
	Total	\$71,000

Required Match: None

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BUDGET ANALYST

Comments:

1. According to Ms. Gayling Gee of SFGH, SFGH has been providing laser tattoo removal services since 1996. Prior to receiving the subject grant in which CYA would provide a laser machine to SFGH for use in the Second Chance Tattoo Removal Program, SFGH rented a laser machine, using funds donated by the San Francisco General Hospital Foundation, a non-profit foundation dedicated to fund-raising for Hospital projects.

Between 1996 and 1998 SFGH held approximately one four-hour clinic each month to remove tattoos. The SFGH Foundation provided funds for the rental cost of the laser machine, and physicians at SFGH provided medical services to remove the tattoos free-of-charge.

The Second Chance Tattoo Removal Program differs from the original SFGH tattoo removal clinic that existed between 1996 and 1998 in that (a) SFGH would incur additional costs both for work performed by the Registered Nurses and for materials and supplies, and (b) the DPH would provide funds to CARECEN to coordinate both referrals of youth and the community-service program. (See Comment 2).

Ms. Gee advises that SFGH provides medical services and supplies, with a value of \$40,434, to the Second Chance Tattoo Removal program as follows:

Surgeons (192 hours @ \$100/hour)*	\$19,200
Registered Nurses (296 hours @ \$35/hour)	10,360
Eligibility Worker (48 hours @ \$22.50/hour)**	1,083
Medical Records Clerk (48 hours @ \$20.23/hour)**	971
Materials and Supplies (\$3.50 x 2,550 visits)	<u>8,820</u>
Total	<u>\$40,434</u>

* Although the value of the service performed by the surgeons is \$19,200, the surgeons perform this work free-of-charge, and SFGH incurs no additional costs.

** Ms. Gee states that the work of the Eligibility Worker and the Medical Records Clerk to support the program can be done with existing staff, and SFGH incurs no additional costs.

BOARD OF SUPERVISORS
BUDGET ANALYST

According to Ms. Gee, SFGH does incur additional costs for the Registered Nurses and for materials and supplies to support the program, totaling \$19,180. Such funds have been included in the DPH FY 1999-2000 budget.

2. The Department of Public Health allocated \$30,000 in FY 1998-99 and FY 1999-2000 to CARECEN to provide referral and community-service coordination for the Second Chance Tattoo Removal Program. The budget for the contract with CARECEN is as follows:

Outreach and recruitment of community-based organizations	\$4,000
Outreach and recruitment of youth	9,750
Case management services for youth	9,750
Creation of individual community service plans for youth	<u>6,500</u>
Total	\$30,000

Ms. Monique Zmuda of DPH advises that funds for the contract with CARECEN have been included in the Community Health Network FY 1999-2000 budget.

3. The maintenance agreement for \$12,000 is paid directly to the maintenance vendor by the California Youth Authority and is effective for FY 1999-2000 and FY 2000-01. According to Ms. Gee, when the maintenance agreement expires, the laser machine will be returned to the CYA unless other grant funding for maintenance costs is available.

4. Ms. Gee advises that the proposed resolution provides for retroactivity because DPH accepted the grant award in the form of a laser machine prior to obtaining approval from the Board of Supervisors. According to Ms. Gee, DPH received the award letter for the subject grant in June of 1998 and received the laser machine on August 30, 1998. The first Second Chance Tattoo Removal Program clinic at San Francisco General Hospital was on September 18, 1998. Ms. Gee states that the Health Commission Budget Committee approved acceptance and expenditure of the award in December of 1998 and the full Health Commission approved acceptance and expenditure of the award in February of 1999. Ms. Gee states that

BOARD OF SUPERVISORS
BUDGET ANALYST

July 22, 1999 Public Health and Environment Committee Meeting

DPH was delayed in bringing the proposed resolution to the Board of Supervisors because San Francisco General Hospital was preparing for hospital accreditation in May of 1999.

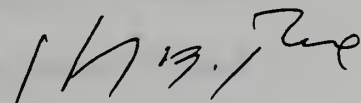
5. The grant agreement requires that the City waive (1) the requirement contained in Sections 6.21 and 21.19 of the City Administrative Code for indemnification of the City by UCSF for the infringement of patent rights; and, (2) the requirement contained in Section 6.57(c) of the City's Administrative Code reciting false claim provisions contained in 6.57(a) of the City's Administrative Code. Ms. Jean Fraser, Deputy City Attorney, advises that waiving such provisions in this contract appear to pose minimal risk to the City.

6. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into similar agreements with the California Youth Authority if the grant recurs or is renewed.

7. The Attachment is the Grant Application Information Form, prepared by DPH.

Recommendation:

Approval of this resolution is a policy matter for the Board of Supervisors because the resolution authorizes the Director of Public Health to enter into similar future agreements with the California Youth Authority without obtaining prior approval of the Board of Supervisors.


Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom

Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
 Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
 Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Department of Public Health, Community Health Network, Specialty and Diagnostic Services
2. Contact Person: Gayling Gee Telephone: 206-3528
3. Project Title: Second Chance Tattoo Removal Program
4. Grant Source Agency: California Youth Authority, Office of Prevention and Victims Services
5. Type of Funds: ☐ Federal ☐ Federal-State (Pass-Through) ☒ State ☐ Local ☐ Private
6. Proposed (New/Continuation) Grant Project Summary: The Second Chance Tattoo Removal Program of San Francisco is designed to serve high-risk youth from San Francisco through the network of Partner Agencies who work with the ethnically diverse youth of our communities. These Partner Agencies will be coordinated by the CARECEN (Central American Youth Center), on behalf of the Mission District Community Peace Initiative which is dedicated to preventing youth violence and to helping youth move out of gang-related lifestyles and into mainstream society. San Francisco General Hospital Medical Center has opted to contribute all health professional services, clinic support services, supplies and clinic space for this effort.
7. Amount of Grant Funding Applied for: \$71.000
8. Maximum Funding Amount Available: \$71.000
9. Required Matching Funds? Yes: ☐ No: ☒ Cash or In-kind: _____
 If yes, list dollar amount and identify source of Matching Funds in Department Budget:
10. Number of new positions created and funded: 0
11. If new positions are created, explain the disposition of employees once the grant ends: ? N/A
12. Are indirect costs eligible costs for this grant? Yes: ☐ No: ☒
 If yes, please identify the amount of \$ in indirect costs: ? _____
13. Amount to be spent on contractual services: \$0

14. a.) Will contractual services be put out to bid? N/A

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : N/A

15. Is this likely to be a one-time or ongoing request for contracting out?: N/A

16. Term of Grant: Start-Date: 1/1/99 End-Date: 12/31/01

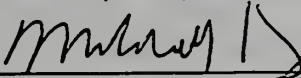
17. Date Department Notified of Available Funds: 2/23/98

18. Grant Application Due Date: 4/3/98

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): The SFGHMC shall have no obligation to pay Youth Authority any rental payments or any other payments for the use of the Equipment. At all times title to Equipment shall remain solely in the Youth Authority. The Youth Authority shall be responsible for normal maintenance and service of the Equipment. The Youth Authority shall also be responsible for all costs and initial installation and removal of Equipment upon termination of this agreement.

20. Department Head Approval:

Mitchell Katz, M.D., Director of Health


Signature

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is essential for ensuring transparency and accountability in the organization's operations.

2. The second part outlines the various methods and tools used to collect and analyze data. This includes both traditional manual methods and modern digital technologies, highlighting the benefits of each approach.

3. The third part focuses on the role of the management team in overseeing the data collection process. It stresses the need for clear communication, delegation of responsibilities, and regular monitoring of progress.

4. The fourth part addresses the challenges commonly encountered during data collection, such as incomplete information, inconsistent data quality, and limited resources. It provides practical suggestions for overcoming these obstacles.

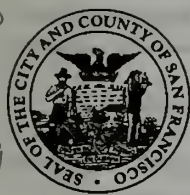
5. The fifth part discusses the importance of data security and privacy. It outlines the necessary measures to protect sensitive information from unauthorized access and ensure compliance with relevant regulations.

6. The sixth part describes the process of data analysis and interpretation. It explains how the collected data is processed, organized, and presented in a clear and concise manner to facilitate decision-making.

7. The seventh part highlights the value of data in identifying trends, patterns, and opportunities for improvement. It encourages the organization to use data-driven insights to optimize its performance and achieve its strategic goals.

8. The eighth part concludes the document by summarizing the key points and reiterating the commitment to data-driven decision-making. It expresses confidence in the organization's ability to successfully implement the outlined strategies.

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City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Gregoire Hobson

Thursday, August 12, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

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Meeting Convened

AUG 19 1999

The meeting convened at 1:18 P.M.

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REGULAR AGENDA

991451 [State Grant: Funds to be used for recycling cans and bottles at San Francisco's public and private schools to comply with Assembly Bill 939.]

Resolution authorizing the Solid Waste Management Program to accept and expend \$41,650 from the California Department of Conservation; waiving indirect costs. (Administrative Services Department)
7/21/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Cythina Teng, Senior Administrator, Solid Waste Management.

RECOMMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991530 [State grant funds to reimburse the Public Health Department for indigent health care services to San Francisco residents]

Resolution authorizing the Department of Public Health to accept and expend retroactively a grant allocation of up to \$4,910,208 for fiscal year 1999-2000 funding from the State Department of Health Services for California Healthcare for Indigents Program (CHIP) funds for medical services to indigent persons, professional services, medical services contracts, materials and supplies, facilities rental, personal services and indirect costs in the amount of \$60,541, based on 11.3% of administrative and fiscal intermediary costs. (Department of Public Health)

8/4/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee. Department requests this item be calendared for the August 12, 1999 meeting.

Heard in Committee. Speakers: Jeffery Leong, Department of Public Health; Debra Campbell, Budget analyst. Amended. Replace "\$4,910,208" wherever it appears with "\$4,860,674."

AMENDED.

Resolution authorizing the Department of Public Health to accept and expend retroactively a grant allocation of up to \$4,860,674 for fiscal year 1999-2000 funding from the State Department of Health Services for California Healthcare for Indigents Program (CHIP) funds for medical services to indigent persons, professional services, medical services contracts, materials and supplies, facilities rental, personal services and indirect costs in the amount of \$60,541, based on 11.3% of administrative and fiscal intermediary costs. (Department of Public Health)

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991109 [Massage Establishments and Massage Services]

Supervisors Ammiano, Yee, Leno

Ordinance amending Police Code by repealing Article 27, Section 2700 to 2737, inclusive, authorizing the Chief of Police to regulate massage establishments and massage services; and amending Health Code by adding Article 28, Sections 1800 to 1828, inclusive, authorizing the Director of Public Health to regulate massage establishments and massage services, setting new criteria for the issuance and revocation of massage permits, changing certain operating requirements of massage establishments, setting new penalties for violation of massage provisions, and continuing an application fee, an identification card fee and a permit fee.

(Repeals Police Code, Article 27, Section 2700 to 2737; Adds Health Code, Article 28, Sections 1800 to 1828.)

6/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/1/1999.

7/7/99, TRANSFERRED to Public Health and Environment Committee. Sponsor requests this item be scheduled at the August 12, 1999 meeting.

7/9/99 - Supervisor Leno requested to be added as a co-sponsor.

Heard in Committee. Speakers: Dr. Mitchell Katz, Director of Health, Department of Public Health; Dr. Jeff Klausner, Director, STD, Department of Public Health; Dr. Rajiv Bhatia, Medical Director, Occupational and Environmental Health, Department of Public Health; Captain John Erlich, Police Department; Johnna Beyer; Maxine Duggan; Leroy Leftcourt; Dawn Pizar, Health Educator; Dr. Carl Gilligan; Tamara Ching; Allison Ross, Ad Hoc Coalition for Therapeutic Massage and Bodywork; Michelle Aldrich; Rod Cotton, California Inter-Fitness; Stephen Chang, Ad Hoc Coalition for Therapeutic Massage and Bodywork; Frederick Hobson; Terri Goodson; Lance Bayer; Mike Ege, City Democratic Club; Daisey; Isabelle Currin; Stacy DeGooyer, Ad Hoc Coalition for Therapeutic Massage and Bodywork; Kevin Minney, Ad Hoc Coalition for Therapeutic Massage and Bodywork; Kerian Kay; Colin Hagerstrand; David Palmer, Co-Chair, Ad Hoc Coalition for Therapeutic Massage and Bodywork; Ethan Willard; Mann Mannix; Erik Beavers; Irene Diamond. Amendment of the Whole bearing the same title presented and adopted in Committee.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE.

Ordinance amending Police Code by repealing Article 27, Section 2700 to 2737, inclusive, authorizing the Chief of Police to regulate massage establishments and massage services; and amending Health Code by adding Article 28, Sections 1800 to 1828, inclusive, authorizing the Director of Public Health to regulate massage establishments and massage services, setting new criteria for the issuance and revocation of massage permits, changing certain operating requirements of massage establishments, setting new penalties for violation of massage provisions, and continuing an application fee, an identification card fee and a permit fee.

(Repeals Police Code, Article 27, Section 2700 to 2737; Adds Health Code, Article 28, Sections 1800 to 1828.)

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

981222 [Methadone Access Waiver]
Supervisor Newsom

Hearing to consider the status of the City's efforts to establish a methadone access waiver, to examine progress and to identify and formulate next steps.

7/20/98, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/19/99, FILED PURSUANT TO RULE 5.37.

6/21/99, REACTIVATED PURSUANT TO RULE 5.25.

6/21/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Barbara Hersey, Department of Public Health; Hermina Blaloseon, Department of Public Health, Redy Somke, M.D.; Steve Highly, San Francisco Medical Society; Daniel Abrahamson; Sylvester Flowers; Michelle Aldrich; Frederick Hobson; Tracy Helton, SAGE Project; Dr. David Hirst; Ellen Klump.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990217 [Hepatitis C Prevention, Education, Testing]
Supervisor Newsom

Resolution directing the Department of Public Health to develop a plan of action to expand and coordinate efforts for Hepatitis C prevention, education and testing and to provide a status update to the Board within three months.

2/8/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Tomas Aragon, Department of Public Health; Alan Francisus, Hepatitis C Support Project; Daniel Abrahamson; Brian Klein, Hepatitis C Action and Advocacy Coalition; Dr. Reda Sobsky; Rachel McLean, Haight Ashbury Youth Outreach Team; Larry Dow; Steve Highly, San Francisco Medical Society. Amendment of the whole bearing new title presented in Committee and adopted.

AMENDED.

Resolution directing the Department of Public Health to coordinate with local, state, and federal efforts for Hepatitis C prevention, education, and testing and to provide a status update to the Board of Supervisors within three months.

RECOMMENDED AS AMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991114 [Y2K Needs Assessment]
Supervisor Yaki

Hearing to consider a basic needs assessment for the residents of the City and County of San Francisco for Y2K; specifically water, electricity, gas, supermarket supplies and bank readiness, among others.

6/1/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Continued to September 23, 1999.

CONTINUED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

Meeting adjourned at 4:39 P.M.

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

August 10, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: August 12, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-1451

Department: Solid Waste Management Program

Item: Resolution authorizing the Solid Waste Management Program to accept and expend \$41,650 from the California Department of Conservation to be used for recycling cans and bottles at public and private schools.

Grant Amount: \$41,650

Source of Funds: California Department of Conservation

Grant Period: June 1, 1999 through September 30, 2000

Indirect Costs: The Department of Conservation does not allow for the inclusion of indirect costs

Description: The San Francisco Recycling Program (SFRP) was established by the Solid Waste Management Program (SWMP) in 1991 to promote the recycling efforts of San Francisco residents. The recycling program was set up in response to the Integrated Waste Management Act (Assembly Bill 939), enacted by the California State Legislature in 1989, requiring that, by the year 2000,

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AUG 11 1999

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California counties reduce fifty percent of their solid waste that would be sent to landfills by implementing recycling and waste reduction programs.

San Francisco produces 7.5 pounds of waste and recyclables per person per day, compared to a national average of five pounds per person per day. Furthermore, San Francisco has no municipal landfill space within the City limits and relies upon landfill space at Altamont Landfill in Alameda County to meet the City's solid waste disposal needs. The current long-term landfill contract with Waste Management, Inc., the landfill operator, requires that San Francisco maintain a higher rate of recycling than Alameda County. To meet this objective and to preserve and extend landfill capacity, the San Francisco Recycling Program has implemented policies and programs to reduce waste disposal.

The Sustainability Plan for San Francisco, a plan for San Francisco's long-term environmental sustainability drafted by a collaboration between the City and community organizations and approved by the Board of Supervisors in July of 1997, proposed increasing the use of hands-on environmental education in schools to promote the value of natural resources and the need for waste prevention and recycling. SFRP has worked with the San Francisco Unified School District for the past ten years to promote recycling efforts in the schools, by providing free recycling bins, class presentations, school assembly programs, and field trips. Nearly all of the 255 schools in San Francisco now have paper recycling programs, and a few schools have programs to recycle beverage containers. The San Francisco Unified School District estimates that the District's nutrition services sell 684,000 single-serve beverage containers each school year and an additional number of containers are purchased in school soda machines or brought to school from off-campus.

The proposed resolution would authorize the San Francisco Recycling Program to accept a \$41,650 grant from the California Department of Conservation to be used to promote recycling of beverage cans and bottles in all San Francisco middle and high schools.

Memo to Public Health and Environment Committee
August 12, 1999 Public Health and Environment Committee Meeting

Budget: The proposed budget for the subject grant funds is as follows:

Technical Assistant	
(1000 hours @ \$20/hour)	\$20,000
Recycling bins (256 bins @ \$62.50/bin)	16,000
Bin labels	150
Promotional materials (posters, tee-shirts and awards to schools that promote recycling)	<u>5,500</u>
Total	\$41,650

Required Match: \$50,800

Source of Matching Funds: FY 1999-2000 Solid Waste Management Program budget, as approved by the Board of Supervisors

Comments:

1. Ms. Natasha Stillman of SFRP states that the Technical Assistant would coordinate the development and implementation of the school-based beverage container recycling project. According to Ms. Stillman, in June of 1998 SFRP used grant funds provided by the Goldman Foundation to hire a Technical Assistant for the purpose of offering technical assistance to the schools to promote increased paper recycling in the schools. At that time SFRP issued a formal announcement for recruitment of the Technical Assistant, who was hired as a subcontractor by a private firm, Barnes-Clark, which had a professional services contract with the SFRP to provide outreach and educational support for neighborhood campaigns to promote recycling. SFRP reimbursed Barnes-Clark, using the Goldman Foundation grant funds, for the services of the Technical Assistant in implementing and developing the paper recycling program in the schools. Ms. Stillman reports that SFRP intends to hire the same Technical Assistant to coordinate the implementation and development of the school-based beverage container recycling project, using the subject grant funds, and that the Technical Assistant would be hired as a subcontractor by Davis and Associates, the private firm which has been awarded a three-year professional services contract, effective July of 1999, by the Solid Waste Management Program, following a

BOARD OF SUPERVISORS
BUDGET ANALYST

competitive bid selection process, for the purpose of assisting the SWMP Public Outreach Coordinator in the design and implementation of promotional and educational campaigns to promote solid waste recycling, and other forms of waste reduction and management. The Technical Assistant would be directly supervised by the SFRP School Education Recycling Coordinator, and Davis and Associates would be reimbursed on a work-order basis by SFRP, using the subject grant funds, for tasks performed for SFRP by the Technical Assistant to support the school-based beverage container recycling program.

2. According to Ms. Stillman, the California Department of Conservation notified SFRP of the grant award in July of 1999. Ms. Stillman advises that no funds have been expended.

3. The budget for the SFRP matching funds is as follows:

Technical Assistant travel expenses	
(reimbursement for mileage and parking)	\$ 800
Earth Corps program	5,000
School Education Recycling Coordinator	
(231.67 hours @ \$25.9 per hour)	6,000
Assembly programs	20,000
Field trips	7,500
Promotional materials	<u>11,500</u>
Total	\$50,800

Attachment I is a memorandum, provided by the SFRP, summarizing the budget for the required match of \$50,800. Ms. Stillman states that the matching funds detailed in the table above have been included in the FY 1999-2000 SWMP budget.

4. Attachment II is the Grant Application Information Form, prepared by the Department.

5. The Department has prepared a Disability Access Checklist, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST



SOLID WASTE MANAGEMENT PROGRAM

RECYCLING PROGRAM • HAZARDOUS WASTE MANAGEMENT PROGRAM

WILLIE L. BROWN, JR.

MAYOR

PAUL V. HORCHER

DIRECTOR

MEMORANDUM

DATE: August 4, 1999

TO: Harvey Rose, Budget Analyst

FROM: Natasha Stillman, Recycling Program

RE: Matching Funds Budget- School
Recycling Grant

The California Department of Conservation awarded a \$41,650 grant to the Solid Waste Management Program to improve waste reduction efforts in San Francisco schools. The following is a detailed description of the budget for the proposed matching funds.

Contractor travel expenses (reimbursement for mileage and parking)	\$800
Earth Corps program	\$5,000
School Education Recycling Coordinator (231.67 hours @ \$25.9 per hour)	\$6,000
Assembly programs	\$20,000
Field trips	\$7,500
Promotional materials	<u>\$11,500</u>
Total	\$50,800

1. Earth corps is a high school leadership training program. The Recycling Program will be working with several of these students this school year. Some of their time will be spent promoting the "Join the Challenge, Recycle More" campaign and contest that are part of this grant agreement.

2. We currently have a professional services contract to conduct 50 informative and entertaining elementary school assembly programs each year. We would be willing to dedicate another \$20,000 toward the development of a new assembly program for middle and high schools. This program could offer an estimated 40 performances at these schools.
3. We already sponsor a field trip program for which we will dedicate \$7,500 to include middle and high schools. These educational field trips take students on a trip through the transfer station to see what happens to their garbage and recyclables, and to emphasize the importance of waste reduction.
4. Budget for Promotional Materials

Shoe laces made from recycled plastics	\$2,000
Pencils made from recycled newspapers	\$1,200
Promotional stickers	\$2,500
Promotional banners	\$2,300
Space in SFRP's school newsletter	\$2,000
Award ceremony to honor contest winners	\$1,500
Total	\$11,500

I hope that this information is clear and sufficient. If you have any questions, or require any additional materials, please feel free to contact me at 554-3422.

CC: Severin Campbell, Budget Analyst

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
 Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
 Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Solid Waste Management Program

2. Contact Person: Natasha Stillman Telephone: 554-3422

3. Project Title: School Recycling

4. Grant Source Agency: California Department of Conservation

5. Type of Funds: ☐ Federal ☐ Federal-State (Pass-Through) ☒ State ☐ Local ☐ Private

6. Proposed (New / Continuation) Grant Project Summary:

The grant provides funds for labor and supplies to help increase diversion of plastic, glass, and aluminum from school waste streams, with an emphasis on San Francisco's public and private middle and high schools.

7. Amount of Grant Funding Applied for: \$66,650

8. Maximum Funding Amount Available: Offered \$41,650

9. Required Matching Funds? Yes: ☒ No: ☐ / Cash or In-kind? In-kind
 (Implicitly)

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

\$6,000- administration; \$44,800- professional services/materials and services

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

Item 2 – File 99-1530

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health to accept and expend retroactively a grant allocation of up to \$4,910,208 for Fiscal Year 1999-2000 funding from the State Department of Health Services for California Healthcare for Indigents Program (CHIP) funds for medical services to indigent persons, professional services, medical services contracts, materials and supplies, facilities rental, personal services, and indirect costs in the amount of \$60,541, based on 11.3% of administrative and fiscal intermediary costs.

Grant Amount: Up to \$4,910,208

Grant Period: July 1, 1999 though June 30, 2000

Source of Funds: State Department of Health Service, California Healthcare for Indigents Program

Description: The California Healthcare for Indigents Program (CHIP) was established by the State Department of Health Services (DHS) in 1989 to provide funds to the counties to pay for medical services for indigent persons, who are not eligible for other private or public healthcare programs. CHIP is funded by Proposition 99 (Tobacco Tax) money. The counties are able to use CHIP funds to reimburse both county and non-county providers for uncompensated services for indigent persons who can not otherwise pay for the cost of care.

CHIP funds are used to reimburse (a) participating county and non-county hospitals for inpatient, outpatient and emergency services, and (b) participating private physicians for emergency, obstetric and pediatric services provided to indigent persons. San Francisco is one of twenty-four counties that annually receive CHIP funds to administer directly. To receive CHIP funds from DHS, the City and County of San Francisco must agree to:

(a) maintain its own level of funding for healthcare services,

BOARD OF SUPERVISORS
BUDGET ANALYST

- (b) provide DHS data on the amount and type of medical services used by medically indigent persons and on the amount of reimbursement payments to providers who care for the medically indigent, and
- (c) provide to children any follow-up medical treatment, including prescription drugs and dental care, that is determined to be medically-necessary by a public or private healthcare provider who has been certified by the State to provide medical screening to children as part of the State's Child Health and Disability Prevention program.

The proposed resolution would allow the Department of Public Health to retroactively accept and expend California Healthcare for Indigents Program grant funds up to \$4,910,208 for Fiscal Year 1999-2000 from the State Department of Health Services.

However, as explained in Comment 6, the FY 1999-2000 DPH budget includes CHIP funding in the amount of \$7,961,916, or \$3,101,242 more than the actual allocation of \$4,860,674, which has been revised downward by the State from the original amount of \$4,910,208 (Comment 1).

Budget:

A summary budget for the revised grant amount of \$4,860,674 is as follows:

Professional Services	\$ 143,797
Medical Service Contract	534,568
Revenue Transfer to San Francisco	
General Hospital	3,730,599
Revenue Transfer for City	
Administrative Costs	391,169
Revenue Transfer for City	
Overhead	<u>60,541</u>
Total	\$4,860,674

Indirect Costs:

Indirect costs of \$60,541, or 11.3 percent of administrative and fiscal intermediary costs totaling \$534,966 (comprised of \$391,169 for City administrative costs and \$143,797 for Professional Services paid to Lifemark, Inc. for fiscal

BOARD OF SUPERVISORS
BUDGET ANALYST

intermediary services) will be funded by the granting agency.

Comment:

1. A detailed budget is shown in Attachment I. According to Mr. Jeffrey Leong of DPH, the numerical value of \$4,860,674 in the attached budget differs from the numerical value of \$4,910,208 submitted in the proposed resolution, because the State has revised the amount of the allocation to be given to the City and County of San Francisco, based on a change in the actual amount of Tobacco Tax revenues to be allocated to the counties. Therefore, the proposed resolution should be amended to reflect the revised amount of CHIP funding.

2. Mr. Leong states that DHS requires that the County have authority from the Board of Supervisors to accept and expend the grant funds as part of the grant application process. DHS also requires that the County present a Description of Proposed Expenditure of California Healthcare for Indigents Program (CHIP) Funds for FY 1999-2000 by December 15, 1999, which will be submitted for Board of Supervisors' approval prior to December 15, 1999.

3. The revised amount of CHIP funds allocated to San Francisco for FY 1999-2000 of \$4,860,674 (see Comment 1), are \$3,361,875, or 41 percent less, than the FY 1998-99 CHIP funds allocated to San Francisco in the amount of \$8,222,549. According to DHS, two factors contributing to the decrease in CHIP funding are (a) reductions in the estimated Tobacco Tax revenue to be collected by the State from \$539,000,000 to \$390,000,000, and (b) changes in the California FY 1999-2000 budget that diverts Tobacco Tax funds away from the CHIP-funded county services to fund other State health programs.

4. Mr. Leong reports that \$143,797 is budgeted for Professional Services and is paid to Lifemark, Incorporated, for a professional services contract to process medical claims for reimbursement from private hospitals and physicians, using CHIP funds. Mr. Leong states that the amount budgeted in FY 1999-2000 for Professional Services is unchanged from the FY 1998-99 budget because the number of medical claims from

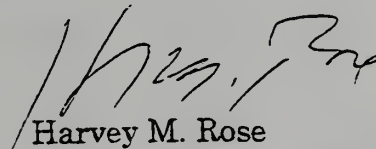
BOARD OF SUPERVISORS
BUDGET ANALYST

private hospitals and physicians is not expected to decrease even though the amount of CHIP funding is reduced, and that each claim will be paid, but at a lower reimbursement rate.

5. Attachment II, provided by DPH, contains the Department's explanation that the FY 1999-2000 budget for administrative costs, which total \$451,710 and are shown in the budget as revenue transfers for City administrative costs and overhead, remains unchanged from FY 1998-99, although the County's allocation of CHIP funds received from the State in FY 1999-2000 is reduced from the County's CHIP allocation in FY 1998-99.

6. Ms. Monique Zmuda of DPH reports that the Department budgeted \$7,961,916 in the FY 1999-2000 DPH budget, based on an anticipated State allocation of CHIP funds to the County in that amount. However, the actual State allocation of CHIP funds to the County in FY 1999-2000, in the amount of \$4,860,674, is \$3,101,242 less than the budgeted amount of \$7,961,916. Therefore, according to Ms. Zmuda, the Department of Public Health will experience a \$3.1 million shortfall in its FY 1999-2000 budget, \$2.7 million of which has been allocated to San Francisco General Hospital. Ms. Ann Carey of the Controller's Office reports that the City expects an additional estimated \$4,000,000 to \$5,000,000 in funds will become available from the State's County Assistance Program and other State funding sources that can be used to offset the shortfall created by the decreased allocation of CHIP funds.

- Recommendations:**
1. Amend the proposed resolution to reflect the actual State allocation of CHIP funds for FY 1999-2000 in the amount of \$4,860,674, in accordance with Comment 1.
 2. Approve the resolution as amended.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey



August 6, 1999

Ms. Gloria L. Young
Clerk of the Board of Supervisors
401 Van Ness Avenue, Room 308
San Francisco, CA 94102

Dear Ms. Young:

Attached are replacement budget tables for the FY 1999-00 CHIP application packet. The Department of Public Health is requesting authorization from the Board of Supervisors to accept and expend a grant allocation from the State Department of Health Services, through its California Healthcare for Indigents Program (CHIP), to provide indigent health care services to residents of San Francisco. The authorization resolution has been calendared for the Thursday, August 12 meeting of the Public Health and Environment Committee, File No. 991530.

The replacement budget tables have been prepared according to the final FY 1999-00 CHIP allocation figures, made available by the State on Monday, August 2. The original CHIP application packet contained tables based upon estimated amounts, prior to receiving the final CHIP allocation.

If you have any questions, please call Jeff Leong of my staff at: (415) 554-9162.

Sincerely,

A handwritten signature in dark ink, appearing to read "Mitch H. Katz".

Mitch H. Katz, M.D.
Director of Health

cc: Controller's Office
Mayor's Office
DPH Grants
Board of Supervisors Budget Analyst ✓

FY 1999-00 AB 75/CHIP REVENUES & EXPENDITURES
 AB 75 Project, SF Dept. of Public Health
 (Phase D, Revised as per State Allocation)

AB 75/CHIP Funds								
Sub- object	Description	County Hospital	Non-County Hosp.-Form	Non-County Hosp.-Access	Phys. Svcs. EMS Fund	Phys. Svcs. New Cont.	Other Cty. Hlth. Svcs.	Total
Revenues:								
AB 75		4,068,873	127,435	127,435	163,176	163,176	210,579	4,860,674
Expenditures:								
1001	Professional Services	0	0	14,018	16,318	16,318	97,143	143,797
1010	Medical Service Contract	0	127,435	113,417	146,858	146,858	0	534,568
4900	Revenue Transfer to SFGH	3,620,142	0	0	0	0	110,457	3,730,599
4900	Rev. Trans. to CO-Admin.	391,169	0	0	0	0	0	391,169
4900	Rev. Trans. to CO-Over.	57,562	0	0	0	0	2,979	60,541
Total:		4,068,873	127,435	127,435	163,176	163,176	210,579	4,860,674
Direct Services Share		0.890	1.000	0.890	0.900	0.900	0.525	0.877

Notes:

- 1) Share of revenues allocated to direct services is different from FY 98-99: County Hospital - .8897162, Other County Health Services - .5245395, Non-County Hospital Access - .89, and Physician Services EMS Fund and New Contracts - .90.
- 2) Share of revenues allocated to administrative costs is different from FY 98-99.
- 3) Revenue transfer to CO-Overhead calculated at rate of 0.0141469 of County Hospital and Other County Health Services revenues, which is different from rate used in FY 98-99.
- 4) Sources for payment of CHDP Treatment Mandate services are as follows: Physician Services EMS Fund - may not be used to pay for CHDP Treatment Mandate services. Physician Services New Contracts - monies reserved to pay for CHDP Treatment Mandate services. Monies not spent to pay for CHDP Treatment Mandate services may be used to pay for any other physician services offered by the CHIP Physician Program.

F:CHPB99-6

26-Jul-99

FY 1999-00 AB 75 PROJECT BUDGET
AB 75 Project, SF Dept. of Public Health

(Phase D, Original Board-Approved)

OE	CSC Class & Title	Description	Annual Salary	FTE	PP/PPPY	Amount	Note
00100	PERMANENT SALARIES						
1426	Sr. Clerk Typist	Clerk Typist-AB 75	39,621	1.00	1.00	39,621	Assigned PT (Katrina Ramirez, AB 75)
1632	Sr. Account Clerk	Account Clerk-Fiscal	39,621	1.00	1.00	39,620	TX'd 1426 (Anna Cosmides, Fiscal)
1654	Prin. Accountant	Accountant	59,965	1.00	1.00	59,965	Assigned (Rudy Solis, Fiscal)
1824	Prin. Admin. Analyst	Project Coordinator	75,438	1.00	1.00	75,438	Assigned (Jeffrey Leong, AB 75)
1823	Sr. Admin. Analyst	Project Analyst	64,551	1.00	1.00	64,551	Assigned (Michele Sampogna, AB 75)
2588	Health Worker IV	CHDP Case Manager	50,564	0.50	1.00	25,282	TX'd 2587 HW III (Sandra Gomez, AB 75)
2992	Cont. Comp. Offcr. I	Contracts Analyst	63,288	0.25	1.00	15,822	Assigned (Judy Matranga, Contracts)
	Step Adjustment					(27,989)	(1426(6,474)/1823(11,098)/2587(3,523))
	Attrition					(8,846)	(1426(7,924)/1823(922))
				-0.17			
	Net Perm. Salaries:		-	5.58	-	283,464	
	MANDATORY FRINGE BENEFITS						
01301	Retirement City Miscellaneous					0	
01371	Retirement Pick Up					23,294	
01401	FICA Tax @ 6.20% of Permanent Salaries Max \$60,600					17,198	
01402	FICA Medicare @ 1.45% of Permanent Salaries Max \$125,000					4,124	
01501	Health Service @ \$2,096.00 per Employee					12,053	
01571	Health Service Pick Up-Miscellaneous					7,533	
01601	Dental Coverage @ \$860.52 per Employee					4,948	
01701	Unemployment Insurance @ 0.175% of Permanent Salaries					481	
01912	Long Term Disability Insurance @ 0.4% of Permanent Salaries					1,244	
	Mand. Fringe Benefits:					70,875	Total Personnel: 354,339
02019	DEPARTMENT OVERHEAD					60,541	Overhead to City Hall-60,541
02100	TRAVEL - BUDGET					300	Travel-300
02200	TRAINING - BUDGET					500	Staff Develpt. & Training-500
02300	EMPLOYEE FIELD EXPENSES - BUDGET					100	Mileage-80; Tolls & Parking-20
02900	MAINT SVCS - EQUIPMENT - BUDGET					15,625	Computer Prog. Support from MIS-15,625
03000	RENTS/LEASES - BUILDINGS & STRUCTURES - BUDGET					10,000	Rent Contribution for 1540 Market-10,000
03500	OTHER CURRENT EXPENSES - BUDGET					4,410	Postage-500; Printing-500; Copy Machine-3,000; Office Equipment-410
04000	MATERIALS & SUPPLIES - BUDGET					3,395	Off Sppls-1,775; Dat Prcs-725;Furn-895
081ET	GF-DET-TELEPHONE (AAO)					2,500	Telephone Services for 1540 Market-2,500
	Operating Costs:					97,371	
	Total Expenditures:					<u>\$451,710</u>	

F:PRJB99

21-Jul-99



MEMORANDUM

DATE: August 6, 1999

TO: Harvey Rose, Board of Supervisors Budget Analyst

FROM: *JL*
Jeffrey Leong, AB 75 Coordinator

RE: Administrative Costs for FY 1999-00 CHIP Program

The Department of Public Health (DPH) expects a significant reduction in its California Healthcare for Indigents Program (CHIP) funds for FY 1999-00. The estimated reduction in overall CHIP funds as compared with budgeted FY 1999-00 figures is approximately \$3.1 million. These reductions apply to funding for programs at San Francisco General Hospital and eight private hospitals and with private physicians who serve the indigent population of San Francisco. The Department anticipates that alternative State funds will be used in FY 1999-00 to back fill the loss of CHIP funding.

DPH has carefully reviewed its administrative program in light of the above situation. Please note that the State has not eliminated nor reduced any of its grant administrative requirements, including quarterly and annual Medically Indigent Care Reporting System (MICRS) data reports and the CHDP Treatment Mandate. Also that claims processing for private hospitals and physicians will remain at the same volume for FY 1999-00, as providers, who bill 6 months in arrears, will not realize the impact of reduced claims payments until later in the fiscal year. As such, the overall administrative workload for FY 1999-00 will remain the same as in the prior year.

We are actively planning for the FY 2000-01 program, looking at opportunities to restructure both the program's services delivery and administrative components. Towards this end, we will be:

- 1) researching the feasibility of conducting claims processing and adjudication activities in-house, without the use of an outside fiscal intermediary.
- 2) reviewing State and local policies for the CHIP Hospital and Physician programs to simplify claims processing and payment, and pursuing State changes to reporting requirements.
- 3) reviewing all personnel roles and responsibilities to consolidate assignments, if State reporting requirements are reduced, and areas not directly related to core program functions.

We believe that, if successful in implementing these changes, with the completion of FY 2000-01, we can provide more cost effective administrative services for the CHIP program without disrupting services to the indigent population of San Francisco.



City and County of San Francisco

Meeting Minutes

Public Health and Environment Committee

Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

Clerk: Gregoire Hobson

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Thursday, September 23, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

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Meeting Convened

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The meeting convened at 1:06 P.M.

991528 [State grant funds for Public Health's long-term care services for frail elderly and disabled adults in San Francisco]

Resolution authorizing the Department of Public Health, Central Administration, to accept retroactively and expend a grant in the amount of \$50,000 from the State Office of Long Term Care for the Long Term Care Integration Project and to enter into an agreement which includes an indemnification clause and rights in data clauses, and does not include patent infringement indemnification and false claims clauses. (Department of Public Health)

8/4/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee. Department requests this item be calendared for the September 23, 1999 meeting.

Heard in Committee. Speakers: Sovern Camb, Budget Analyst Office; Tangeria Ritter, Dept. of Health Services.

RECOMMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991114 [Y2K Needs Assessment] Supervisor Yaki

Hearing to consider a basic needs assessment for the residents of the City and County of San Francisco for Y2K; specifically water, electricity, gas, supermarket supplies and bank readiness, among others.

6/1/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

8/12/99, CONTINUED. Continued to September 23, 1999.

Heard in Committee. Speakers: Lester Olmstead-Rose, Government Relations Representative, P.G.&E.; Todd Wolf, Member of 911 Team, Pacific Bell; Pamela Sadbury, Senior Vice-President and General Manager, Year 2000 Project Office, Bank of America; David Medina, Vice-President of Operations, Wells Fargo Bank; Ed Harrington, Controller; Andy Ranch Public Utility Commission; Monic Sumoda, Dept. of Public Health; Julia Friedlander, DTIS; Lisa Lowry, DTIS; Mike Clark, DTIS; male; Collie Grossburg, Neighborhood Group Association Market District.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

990578 [Sutro Tower]**Supervisor Bierman**

Hearing to consider the results of the Dynamic Analysis of Sutro Tower conducted by the Department of Building Inspection.

3/29/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Hanson Tom, Dept. of Building Inspection; Debra Stein, Sutro Tower, Inc.; Ron Hamburger, Sutro Tower, Inc.; Carolyn Small, Midtown Terrace Residence Association; Tomas Lee, speaking on behalf of Supervisor Ammiano.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Yaki

Absent: 1 - Brown

991649 [Lead hazard notification requirements extended to allow time to determine whether the notifications performed are effective in educating the landlords and tenants of the dangers of lead hazards in the environment]**Supervisor Bierman**

Ordinance amending Health Code (lead hazard notification) Sections 1615 (Tax Collector) and 1616 (building owners) by extending the sunset provision from January 1, 2000 to January 1, 2003.

(Amends Sections 30.01 and 30.03.)

8/23/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Neil Gendel, Lead Poisoning Prevention Citizens Advisory Committee; Jamon Neu, SF Apartment Association; Joe Walson, Childrens Environmental Health Program.

RECOMMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991615 [Lead Paint Exterior Work Practices Disciplinary Process]**Supervisor Bierman**

Hearing to consider the Department of Building Inspection's progress in establishing a disciplinary process for violators of the 1997 lead paint exterior work practices ordinance (Ordinance No. 446-97).

8/16/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

9/14/99, TRANSFERRED to Public Health and Environment Committee. Transferred at the direction of the President.

Heard in Committee. Speakers: Neil Gendel, Lead Poisoning Prevention Citizens Advisory Committee; William Wong, Dept. of Building Inspection; Joe Walseth, Dept. of Public Health; Bosa Boham.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991462 [Medical Marijuana]**Supervisors Leno, Ammiano, Bierman, Katz, Newsom**

Ordinance amending Health Code Section 1009.22 which prohibits smoking, to allow smoking of medical marijuana in non-profit medical marijuana buyers clubs.

(Amends Article 19F, Section 1009.22.)

7/26/99, ASSIGNED UNDER 30 DAY RULE to Public Health and Environment Committee, expires on 8/25/1999.

8/2/99, SUBSTITUTED. SUBSTITUTED by Supervisor Leno in Board, bearing new title.

8/2/99, ASSIGNED UNDER 30 DAY RULE to Public Health and Environment Committee, expires on 8/25/1999.

Heard in Committee. Speakers: Supervisor Leno; Ken Haze; Wayne Jusman, SF Patient Resource Center.

RECOMMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

The meeting adjourned at 3:30 P.M.

CITY AND COUNTY



OF SAN FRANCISCO

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SEP 24 1999

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

September 21, 1999

TO: Public Health and Environment Committee

FROM: Budget Analyst

SUBJECT: September 23, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-1528

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Central Administration, (a) to accept retroactively and expend grant funds in the amount of \$50,000 from the State Office of Long Term Care for the Long Term Care Integration Project and (b) to enter into an agreement with the State Office of Long Term Care. Such agreement includes indemnification and rights in data clauses.

Grant Amount: \$50,000

Grant Period: June 15, 1999 through June 30, 2000

Source of Funds: Office of Long Term Care, California Department of Health Services

Description: The Department of Public Health is undertaking detailed planning for the Long Term Care Integration Pilot Project to develop an innovative long term care service delivery system for frail elderly and disabled adult residents of San Francisco. The goal of the project is to develop a plan

to provide home-based and community-based services to frail elderly and disabled adult residents as an alternative to institutional long term care, while recognizing the continuing value of institutional care when necessary.

The Long Term Care Pilot Project Task Force, which is a 27 member task force comprised of representatives from community and provider organizations appointed by the Mayor and the Board of Supervisors and representatives from public agencies, was established in November of 1996 for the purpose of developing the Long Term Care Integration Pilot Project. The Task Force has previously (a) defined the full scope of long term care services to be provided, (b) developed the model for the service delivery system, and (c) advanced a consumer bill of rights to ensure that the long term care service delivery system will be consumer-centered and provide improved consumer access to information.

The Task Force is now in the process of: (a) planning for the establishment of a Long Term Care Services Agency¹ for the purpose of coordinating long term care services; (b) developing administrative structures and functions required to implement fee-for-service managed care; and (c) gathering and analyzing Medi-Cal service utilization and expenditure data for the initial target population, which includes Medi-Cal eligible adults, 18 years or older, who either require assistance with daily activities or are cognitively-impaired. The comprehensive plan for the provision of home-based and community-based long term care as an alternative to institutional care for frail elderly and disabled residents of San Francisco will be finalized when a recommendation is made by the Task Force on the permanent and/or transitional long term care services agency. Subsequently, the plan will be submitted to the State Department of Health Services as San Francisco's Proposal for a Long Term Care Integration Pilot Project.

¹ State Assembly Bill 1040, which created the Long Term Care Integration Pilot Program in 1995 to improve the delivery system for long term care services for frail elderly and disabled residents in the State, requires that a local public or private nonprofit entity be identified as a long term care services agency. Sources of funding for the long term care service agency will be part of the financial feasibility study to be funded by the subject grant funds.

DPH proposes to use the subject grant funds to:

- (a) Retain an outside consultant to conduct a financial feasibility analysis of the Long Term Care Integration Pilot Project, with an emphasis on the new costs identified in start-up and implementation of the Pilot Project, including the Long Term Care Services Agency, and sources of funding to cover these costs; and
- (b) To retain an outside consultant to conduct a study of existing long-term care case management programs and the funding that supports case management programs in San Francisco. The purpose of this study will be to determine both the feasibility of creating a centralized case management system to coordinate long term care services for elderly frail and disabled adults, and of integrating case management and service authorization functions for long-term care recipients.

Approval of the proposed resolution would allow DPH to retroactively accept and to expend the subject grant funds in the amount of \$50,000 to support the Long Term Care Integration Pilot Project.

Budget:	Fiscal Consultant	\$30,000
	Case Management Consultant	15,000
	Fiscal Agent Services	<u>5,000</u>
	Total	\$50,000

Attachment I, provided by DPH, contains budget details for the subject grant funds.

Required Match: \$10,000 in required matching funds will be provided by a grant to the Department of Public Health from the California Healthcare Foundation in the amount of \$119,250, which was approved by the Board of Supervisors, in January of 1999, covering a grant period from January 1, 1999 through December 31, 1999.

Comments: 1. According to Ms. Tangerine Brigham of DPH, DPH issued a Request for Proposal (RFP) for the Fiscal Consultant on June 29, 1999 and proposes to award the

BOARD OF SUPERVISORS
BUDGET ANALYST

Fiscal Consultant contract to Deloitte and Touche contingent on the Board of Supervisors approval of the proposed resolution. Ms. Brigham reports that an RFP for the Case Management Consultant was issued on July 30, 1999, but a contractor has not yet been selected.

2. Ms. Brigham advises that \$5,000 allocated for Fiscal Agent Services, which is 10 percent of the subject grant funds designated for administrative costs, will be used to reimburse the Haight Ashbury Free Clinic, an agency which was previously selected by DPH in 1998 on a sole source basis to provide fiscal agent services. The Haight Ashbury Free Clinic has been administering the California Healthcare Foundation grant that was used to fund the earlier stages of the Long Term Care Integration Pilot Project. The Haight Ashbury Free Clinic, as a DPH contractor, will administer the contracts awarded to the Fiscal Consultant and the Case Management Consultant.

3. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by the California Department of Health Services for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

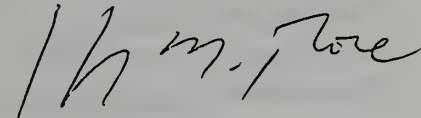
4. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into similar agreements with the State Office of Long Term Care if the grant recurs or is renewed.

5. Attachment II is the Grant Application Information Form, provided by DPH.

6. DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

BOARD OF SUPERVISORS
BUDGET ANALYST

Recommendation: Approval of the proposed resolution is a policy matter for the Board of supervisors since this resolution authorizes the Director of Public Health to enter into future agreements, similar to the subject Agreement, with the State Office of Long Term Care if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

E. Unit of Service

One unit of service = one deliverable.

Financial Feasibility Analysis

Consultant services. Activities to be provided as "services" include, but are not limited to:

- Meetings with DPH staff and other DPH consultants.
- Research and analysis.
- Development of written report.
- Presentation to Task Force.

Financial Feasibility Analysis deliverables:

	<u>Approx. Dates</u>	<u>Payment</u>
Deliverable 1: Design of survey instrument & agreement of 3 states for survey. Agreement on consultant's assumptions and methodology.	10/01/99	\$10,000
Deliverable 2: Progress report, including outline of preliminary findings of survey and assumptions.	11/01/99	\$5,000
Deliverable 3: Final report (11/30/99) and Task Force presentation (12/10/99).	12/10/99	\$5,000
Deliverable 4: Additions and corrections resulting from the evaluation and acceptance of consultant's findings and recommendations.	12/30/99	\$10,000

Case Management Study

Consultant services. Activities to be provided as "services" include, but are not limited to:

- Meetings with DPH staff and other DPH consultants.
- Research and analysis.
- Development of written report.
- Presentation to Task Force.

Case Management Study deliverables:

	<u>Approx. Dates</u>	<u>Payment</u>
Deliverable 1: Design of study (including structure, process & timeline). Agreement on consultant's assumptions and methodology.	11/01/99	\$4,000
Deliverable 2: Progress report, including outline of preliminary findings.	12/01/99	\$3,000
Deliverable 3: Final report (12/30/99) and Task Force Presentation (1/14/00).	1/14/00	\$3,000
Deliverable 4: Additions and corrections resulting from the evaluation and acceptance of consultant's findings and recommendations.	1/31/99	\$5,000

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Public Health; Central Administration, Policy and Planning.
2. Contact Person: Tangerine Brigham. Telephone: 554-2631
3. Project Title: San Francisco's Long Term Care Integration Pilot Project
4. Grant Source Agency: Office of Long-Term Care, California Department of Health Services
5. Type of Funds: ☐ Federal ☐ Federal-State (Pass-Through) ☒ State ☐ Local ☐ Private
6. Proposed (New/Continuation) Grant Project Summary:
The Department of Public Health and the Long-Term Care Pilot Project Task Force are developing an innovative long-term care service delivery system for frail elderly and disabled residents. This system will improve access to long-term care services by stressing the importance of home and community-based alternatives to institutionalization. Significant components of the initial planning defined the full scope of long-term care services to be provided; developed the model service delivery system; and advanced a consumer bill of rights.

Detailed planning is now in progress that includes: (1) research options for governance structure and designating a long-term care services agency; (2) developing administrative structures and functions required to implement fee-for-service managed care; and (3) gathering and analyzing Medi-Cal service utilization and expenditure data for the initial target population. The comprehensive plan will be finalized when a recommendation is made on the permanent and/or transitional long-term care services agency. Subsequently, the plan will be submitted to the State Department of Health Services as San Francisco's proposal for a Long-Term Care Integration Pilot Project.

The scope of work presented in the grant application focuses on two specific issues: (1) a financial feasibility analysis of the new model of long-term care service delivery; and (2) the formation of network case management as the foundation of the new service delivery system.

The grant budget will support: (1) a fiscal consultant, budgeted at \$30,000; and (2) a case management consultant, budgeted at \$15,000. The Haight Ashbury Free Clinic is contracting with the Department to provide fiscal agent services to administer the grant.

7. Amount of Grant Funding Applied for: \$50,000
8. Maximum Funding Amount Available: \$50,000.
9. Required Matching Funds? Yes: X No: ____ Cash or In-kind: \$10,000

If yes, list dollar amount and identify source of Matching Funds in Department Budget: 20% Match will be met by a grant to DPH from the California Healthcare Foundation in the amount of \$119,250 which is currently in place. It was approved as File No. 99-0039. The term is 1/1/99-12/31/99.

10. Number of new positions created and funded: None
11. If new positions are created, explain the disposition of employees once the grant ends: Not applicable.
12. Are indirect costs eligible costs for this grant? Yes: X No: ____

If yes, please identify the amount of \$ in indirect costs: \$5,000

13. Amount to be spent on contractual services: \$45,000

14. a.) Will contractual services be put out to bid?: Yes: X No: ____ (The Financial Feasibility Analysis consultant and the case management consultant services will be put out to bid. The administration of the grant by the Haight Ashbury Free Clinic will not be put out to bid.)

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Yes.

15. Is this likely to be a one-time or ongoing request for contracting out?: One-time.

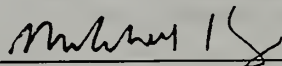
16. Term of Grant: Start-Date: June 15, 1999 End-Date: June 30, 2000

17. Date Department Notified of Available Funds: March 1, 1999

18. Grant Application Due Date: April 14, 1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Grantees are required to provide invoices for any or all budgeted items and/or services and complete and submit monthly expenditure reports. The line item budget and narrative will become a part of the contract document. Grantees are required to provide a 20% match to the grant awarded. One progress report and a final report must be submitted. The State owns all rights, title and interest in, but not limited to, the copyright to any and all Works created, provided or developed under this grant award.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health



Signature

90.80



City and County of San Francisco

Meeting Minutes

Public Health and Environment Committee

Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

Clerk: Gregoire Hobson

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Thursday, October 14, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

The meeting convened at 1:08 P.M.

991759 [State Grant: AIDS Drug Assistance Program]

Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to accept retroactively and expend a grant in the amount of \$171,002 from the State Office of AIDS, for the AIDS Drug Assistance Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; waiving indirect costs and providing for ratification of action previously taken. (Department of Public Health)

9/21/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Herman Levias, Department of Public Health.

RECOMMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991765 [State Grant: Y2K Hazardous Materials Project]

Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to accept retroactively and expend grant funds in the amount of \$46,816 from the Office of Emergency Services for the Y2K Hazardous Materials Project and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; waiving indirect costs and providing for ratification of action previously taken. (Department of Public Health)

9/21/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Gabe Cabrera, Budget Analyst; Ben Gale, Director, Environmental Health, Department of Public Health. Amend after "accept" by deleting "retroactively" and inserting after "expend".

AMENDED.

Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to accept and expend retroactively grant funds in the amount of \$46,816 from the Office of Emergency Services for the Y2K Hazardous Materials Project and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; waiving indirect costs and providing for ratification of action previously taken. (Department of Public Health)

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

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OCT 19 1999

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991767 [Private Grant: Universitywide AIDS Research Program]

Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to accept retroactively and expend a grant in the amount of \$145,421 from the University of California Universitywide AIDS Research Program (UARP) and to enter into an agreement which includes rights in data clauses and does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

9/21/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Dr. Larry Meredith, Department of Public Health.

RECOMMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991873 [Landmark designation of the Madame C. J. Walker Home for Girls and Women, located at 2066 Pine Street in Lot 8 of Assessor's Block 651, as City Landmark No. 211]

Supervisors Becerril, Bierman, Brown, Yaki

Ordinance designating the Madame C. J. Walker Home for Girls and Women, as Landmark No. 211 pursuant to Article 10, Sections 1004 and 100.4 of the Planning Code.

(Planning Commission Resolution No. 14880, which approved the landmark designation at its meeting of Sept. 9, 1999; Landmark Preservation Advisory Board Resolution No. 14880 adopted June 16, 1999, initiating the landmark designation of the property and recommending Planning Commission approval; Landmark Designation Report dated June 1999.)

10/4/99, RECEIVED AND ASSIGNED to Transportation and Land Use Committee.

10/5/99, TRANSFERRED to Public Health and Environment Committee. Co-sponsor requestst that this item be calendared for the October 14, 1999 meeting.

Heard in Committee. Speakers: Scott McDonald, representing Supervisor Becerril. Supervisors Brown and Yaki requested to be added as co-sponsors.

RECOMMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

The meeting adjourned at 1:23 P.M.

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3
1/14/99
CITY AND COUNTY



OF SAN FRANCISCO

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BOARD OF SUPERVISORS

OCT 14 1999

BUDGET ANALYST

SAN FRANCISCO

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

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October 11, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: October 14, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-1759

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention Division to accept retroactively and expend a grant in the amount of \$171,002 from the State Office of AIDS to partially fund the administration of the AIDS Drug Assistance Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; waiving indirect costs; and providing for ratification of action previously taken.

Grant Amount: \$171,002

Grant Period: July 1, 1999 through June 30, 2000

Source of Funds: State Office of AIDS

Project: AIDS Drug Assistance Program (ADAP)

Description: The proposed resolution would authorize the Department of Public Health (DPH), Population Health and Prevention Division to accept retroactively and expend a

grant in the amount of \$171,002 from the State Office of AIDS to partially fund the administration of the AIDS Drug Assistance Program for the one-year period of July 1, 1999 through June 30, 2000.

The AIDS Drug Assistance Program (ADAP) provides AIDS prescription drugs to non-MediCal eligible, low-income individuals with a valid prescription from a licensed physician. Under the current terms of ADAP, individuals with an annual Federal Adjusted Gross Income below \$32,960 in 1999 receive the subject AIDS prescription drugs free of charge. Individuals are subject to a co-payment plan (based on their taxable State income) for such drugs if their annual Federal Adjusted Gross Income is between \$32,960 and \$50,000 in 1999. Individuals with an annual Federal Adjusted Gross Income greater than \$50,000 in 1999 are not eligible to participate in ADAP.

Mr. Herman Levias of the DPH reports that the State Office of AIDS funds all of the costs related to providing the subject AIDS prescription drugs under ADAP. However, according to Mr. Levias, the costs of administering ADAP have previously been solely borne by the DPH General Fund budget since ADAP's inception in 1988. Mr. Levias states that the proposed grant funds of \$171,002 would be the first time that grant monies from the State Office of AIDS have ever been awarded to the DPH for DPH's administration of ADAP.

Currently, ADAP is staffed by the following City personnel, totaling approximately 6.0 FTEs:

- One Class 2917 Program Support Analyst (ADAP Coordinator) (0.75 FTE)
- Nineteen (19) Class 2908 Hospital Eligibility Workers (4.25 FTEs)
- One Class 1426 Senior Clerk Typist (0.50 FTE)
- Four (4) Class 2920 Medical Social Workers
- One Class 2930 Psychiatric Social Worker
- One Class 2586 Health Worker II

The above-noted four Medical Social Workers, one Psychiatric Social Worker and one Health Worker II

BOARD OF SUPERVISORS
BUDGET ANALYST

devote a total of approximately 0.50 FTEs time for ADAP, according to Mr. Levias.

The personnel costs for the positions listed above, which are funded in the City's 1999-2000 General Fund budget, are shown in Attachment I.

According to Mr. Levias, the ADAP Coordinator generally coordinates the activities related to the administration of ADAP and serves as the DPH's liaison to the State Office of AIDS. The Class 2908 Hospital Eligibility Workers are responsible for screening individuals to determine their eligibility for ADAP. Mr. Levias states that although the primary duties of the four Medical Social Workers, one Psychiatric Social Worker and one Health Worker II are not related to ADAP, these City employees are trained to screen individuals to determine their eligibility for ADAP.

Mr. Levias reports that \$151,155 of the proposed grant funds of \$171,002 would be used to partially fund the salaries and fringe benefits of the existing nineteen Class 2908 Hospital Eligibility Workers (4.25 FTEs for ADAP Administration) and the existing Class 1426 Senior Clerk Typist (0.50 FTE for ADAP Clerical Support) for the one-year period of July 1, 1999 through June 30, 2000. The salaries and fringe benefits for these positions total \$287,502. Therefore, \$151,155 of the total of \$171,002 in grant funds would support 52.6 percent of these costs.

In addition, according to Mr. Levias, the remaining \$19,847 of the \$171,002 in proposed grant funds would also be used to cover the costs of the following items:

1. Telephone System (\$7,000)— A telephone system to provide callers with information about ADAP, including ADAP eligibility and enrollment requirements, on a 24-hour, 7-day per week basis.
2. Awareness Campaign (\$3,000) — Development and implementation of an advertising/informational campaign about ADAP.
3. Computer Equipment (\$7,000) — Two (2) computer workstations, including CPUs, monitors, software and keyboards, for use by the existing Class 2908 Hospital Eligibility Worker positions dedicated to ADAP.

BOARD OF SUPERVISORS
BUDGET ANALYST

4. Materials & Supplies (\$2,847) – General office supplies such as pens, paper, etc.

Budget: Attachment II, provided by the DPH, contains the budget to support the expenditure of \$171,002 in grant funds for ADAP.

Required Match: None.

Indirect Costs: The proposed resolution provides for the waiver of indirect costs because such costs are not allowed by the granting agency.

Comments: 1. Mr. Levias states that acceptance deadline for this grant was August 31, 1999 and as such, the DPH has already accepted the subject grant funds. However, Mr. Levias states that the DPH has not expended such grant funds.

2. According to the proposed resolution, as a condition of receiving the subject grant funds, the DPH has agreed to enter into an agreement (the "Agreement") with the State Office of AIDS that would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the Agreement include an indemnification of the City by the State Office of AIDS for the infringement of patent rights and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. Ms. Jean Fraser of the City Attorney's Office advises that these requirements apply when the City purchases goods or services, not when the City receives grant funds. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

3. Attachment III is the Grant Application Information Form, as prepared by the DPH.

4. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

5. The proposed resolution contains a provision that states that the Controller should be urged to designate the new positions created under the subject grant as "G" or "Grant-funded" positions so that such positions would terminate when the grant expires.

6. The proposed resolution also contains a provision that authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the State Office of AIDS if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the State Office of AIDS if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

ADAP Budget FY 1999-2000

Personnel	Count	Classification	% FTE	Base Salary	Fringe Benefits (25%)	Total Annual Salary	% dedicated to ADAP
	1	2917 Program Support Analyst	0.75	\$ 67,390	\$	\$ 84,238	\$ 63,178
	19	2908 Hospital Eligibility Workers	4.25	\$ 49,460	\$	\$ 61,825	\$ 262,756
	1	1426 Senior Clerk Typist	0.50	\$ 39,594	\$	\$ 49,493	\$ 24,746
	4	2920 Medical Social Worker	0.32	\$ 59,952	\$	\$ 74,940	\$ 23,981
	1	2930 Psychiatric Social Worker	0.08	\$ 59,952	\$	\$ 74,940	\$ 5,995
	1	2586 Health Worker II	0.08	\$ 50,425	\$	\$ 63,031	\$ 5,043
		Total				\$ 385,699	

Note: The salaries and fringe benefits of the above-noted City staff are based upon the top salary step of each classification.

**AIDS DRUG ASSISTANCE PROGRAM
BUDGET SUMMARY**

1	<u>PERSONNEL</u>	<u>FTE</u>	<u>AMOUNT</u>
	a) Salaries		
	2908 - Hospital Eligibility Workers	2.0	100,764
	1426 - Senior Clerk Typist	5	20,160
	b) Fringe Benefits (25%)		30,231
	Subtotal Salaries/FB	2.5	151,155
2	<u>OTHER</u>		
	a) Telephone/Telecommunications		7,000
	b) Advertisement		3,000
	c) Equipment		7,000
	d) Materials and Supplies		2,847
	Subtotal Other		19,847
	 TOTAL BUDGET		 171,002

File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

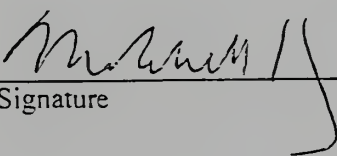
1. Department, Division, & Branch: Public Health, PHP, HIV Services
2. Contact Person: Michelle Dixon Telephone: 554-9002
3. Project Title: AIDS Drug Assistance Program
4. Grant Source Agency: State of California Department of Health Services
5. Type of Funds (Circle): Federal Federal - State (Pass Through) State Local Private
6. Proposed (New/Continuation): Grant Project Summary:
Funds will be used solely for costs associated with the administration of the ADAP enrollment screening/recertification process provided by the local health jurisdiction and/or its subcontractors.
7. Amount of Grant Funding Applied For: \$171,002
8. Maximum Funding Amount Available (at time of application): \$171,002
9. Required Matching Funds? (Circle): Yes No Cash In-kind
If yes, list dollar amount and identify source of Matching Funds in Department Budget:
N/A
10. Number of new positions created and funded: 2.5
11. If new positions are created, explain the disposition of employee(s) once the grant ends:
Positions will be hired on an as-needed basis.
12. Are indirect costs eligible costs for this grant? (Circle): Yes: No:
If yes, please identify the amount of \$s in indirect costs:

13. Amount to be spent on contractual services: -0-
14. a.) Will contractual services be put out to bid? (Circle): Yes: No:
b.) If so, will contract services help to further the goals of the department's N/A
MBE/WBE requirements? :
15. Is this request for contracting out likely to be: (CircleOne) One Time Ongoing
N/A
16. Term of Grant: Start-Date: 7/1/99 End-Date: 6/30/00
17. Date You Were Notified That This Funding Was Available: 7/19/99
18. Grant Application Due Date: 8/30/99
19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

Upon receipt of the quarterly ADAP invoice, the DHS will reimburse the local jurisdiction for administrative costs associated with the provision of ADAP enrollment services in the local jurisdiction, not to exceed the maximum amount reimbursable under this Agreement.

20. Department Head Approval:
(To be obtained by Grant Manager)

Mitchell Katz, M.D., Director of Health


Signature

Item 2 – File 99-1765

Department: Department of Public Health

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention Division to accept retroactively and expend a grant in the amount of \$46,816 from the Governor's Office of Emergency Services to fund a project entitled the YK2 Hazardous Materials Project and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; waiving indirect costs; and providing for ratification of action previously taken.

Grant Amount: \$46,816

Grant Period: August 2, 1999 through March 31, 2000 (8 months)

Source of Funds: Governor's Office of Emergency Services

Project: YK2 Hazardous Materials Project

Description: The proposed resolution would authorize the Department of Public Health (DPH), Population Health and Prevention Division to accept retroactively and expend a grant in the amount of \$46,816 to fund a project entitled the YK2 Hazardous Materials Project. The Project seeks to assess the readiness of both the City's hazardous materials personnel and privately operated hazardous materials facilities within the City in order to protect the public health and safety of persons in San Francisco from accidental releases of hazardous materials due to Y2K computer failures. The Governor's Office of Emergency Services requested that the DPH perform this project and prepare a summary project report as part of a Statewide Y2K preparedness project.

According to Ms. Sue Cone of the DPH, currently there are approximately 2,100 private businesses and organizations throughout the City that store hazardous materials within their facilities. Ms. Cone advises that an unidentified portion of these 2,100 businesses and organizations are operated and maintained with the aide

of a computer system and/or other technology. As such, according to Ms. Cone, the proposed Project will include:

- Identifying and assessing the preparedness of the portion of the subject 2,100 private businesses and organizations that operate and maintain their facilities with the aide of a computer system and/or other technology;
- Conducting a follow-up analysis of a sub-group of the subject 2,100 private businesses and organizations, which pose a risk for accidental releases of hazardous materials due to Y2K computer failures; and
- Assessing the readiness of the City's hazardous materials personnel in the event of accidental releases of hazardous materials due to Y2K computer failures.

Ms. Cone states that \$45,570 of the proposed grant funds of \$46,816 would be used to partially fund the salaries and fringe benefits of 11 existing DPH staff to perform the subject Y2K Hazardous Materials Project.

In addition, the remaining \$1,246 of the \$46,816 in proposed grant funds would be used to fund reproduction, postage and office supply costs associated with the DPH's summary project report to the Governor's Office of Emergency Services.

Budget: Attachment I, provided by Ms. Cone, contains the budget details to support the expenditure of \$46,816 in grant funds for the proposed Project.

Required Match: None

Indirect Costs: The proposed resolution provides for the waiver of indirect costs because such costs are not allowed by the granting agency.

Comments: 1. As noted above, the proposed resolution provides for retroactive acceptance of the subject grant. However, according to Ms. Cone, the DPH has not accepted the proposed grant funds. Therefore, the proposed resolution should be amended to delete reference to retroactivity

BOARD OF SUPERVISORS
BUDGET ANALYST

with respect to the acceptance of the subject grant. In addition, Ms. Cone states that because the granting agency required the DPH to prepare a preliminary assessment of the Y2K preparedness of hazardous materials facilities and personnel in the City prior to DPH's acceptance of the subject grant, the Department incurred expenses against the proposed grant funds prior to obtaining approval from the Board of Supervisors. Therefore, the proposed resolution should be amended to provide for retroactivity with respect to the expenditure of the subject grant.

2. According to the proposed resolution, as a condition of receiving the subject grant funds, the DPH has agreed to enter into an agreement (the "Agreement") with the Governor's Office of Emergency Services that would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the Agreement include an indemnification of the City by the Governor's Office of Emergency Services for the infringement of patent rights and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. Ms. Jean Fraser of the City Attorney's Office advises that these requirements apply when the City purchases goods or services, not when the City receives grant funds. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

3. Attachment II is the Grant Application Information Form, as prepared by the DPH.

4. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

5. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the Governor's Office of Emergency Services if the grant recurs or is renewed, without

BOARD OF SUPERVISORS
BUDGET ANALYST

obtaining subsequent approval by the Board of Supervisors.

Recommendations:

1. In accordance with Comment No. 1 above, amend the proposed resolution to (a) delete reference to retroactivity with respect to the acceptance of the proposed grant funds and (a) provide for retroactivity with respect to the expenditure of the proposed grant funds.
2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the Governor's Office of Emergency Services if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Local Y2K Hazardous Materials Project

Revised Budget
October 7, 1999

Reproduction		246
Postage		900
Office Supplies (Envelopes, Labels)		100
Staff Time*		<u>5,146</u>
1 - 6139 Sr. Industrial Hygienist	45 hrs @ \$98/hr	4,410
5 - 6122 Sr. Env. Health Inspectors	210 hrs @ \$98/hr	20,580
2 - 6138 Industrial Hygienists	84 hrs @ \$98/hr	8,232
3 - 6120 Env. Health Inspectors	126 hrs @ \$98/hr	12,348
TOTAL		\$46,816

* Rates for all job classifications are the same because terms of the contract stipulate that we bill at the prevailing hourly rate which is \$98 per hour for all job classifications within the Hazardous Materials Program. This hourly rate is established in Article 21 of the San Francisco Health Code.

Post-It™ brand fax transmittal memo 7671		# of pages	1
To	Gabe Cabrera	From	Sue Core
Co.		Co.	
Dept.		Phone #	252-3991
Fax #	252-0461	Fax #	

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

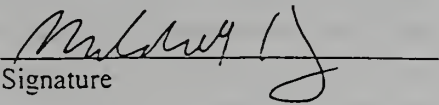
To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department, Division, & Branch: Population Health and Prevention, Community Health and Safety Services, Environmental Health.
2. Contact Person: Sue Cone Telephone: 252-3991
3. Project Title: Y2K Hazardous Materials Project
4. Grant Source Agency: Governor's Office of Emergency Services
5. Type of Funds (Circle): Federal Federal-State (Pass-Through) State Local Private
6. Proposed (New/Continuation) Grant Project Summary: Participate in the assessment of the Y2K readiness of hazardous materials facilities and handlers in order to protect public health and safety from potential Y2K related accidental hazardous materials releases.
7. Amount of Grant Funding Applied For: \$46,816
8. Maximum Funding Amount Available (at time of application): \$46,816
9. Required Matching Funds? (Circle): Yes No Cash In-kind
If yes, list dollar amount and identify source of Matching Funds in Department Budget: Not Applicable
10. Number of new positions created and funded: None
11. If new positions are created, explain the disposition of employee(s) once the grant ends: Not applicable
12. Are indirect costs eligible costs for this grant? (Circle): Yes No
If yes, please identify the amount of \$s in indirect costs: Not applicable
13. Amount to be spent on contractual services: None

9/15/99

14. a.) Will contractual services be put out to bid? (Circle): Yes No: Not applicable
b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Not applicable
15. Is this request for contracting out likely to be: One Time or Ongoing? (CircleOne): Not applicable
16. Term of Grant: Start-Date: 8/2/99 End-Date: 3/31/00
17. Date You Were Notified That This Funding Was Available: 8/24/99
18. Grant Application Due Date: 10/15/99 (Date on which initial report is due; see Attachment A: Scope of Work, C.3.)
19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): (1) A report on Contractor's activities to prevent Y2K related accidental releases of hazardous materials in its jurisdiction is due to the State by 10/15/99
(2) Reimbursement will be made to Contractor for actual personal services costs incurred in performing the identified activities and direct expenses including printing and postage; travel and per diem except for required meetings and equipment costs which are not eligible for reimbursement
20. Department Head Approval: Mitchell Katz, M.D., Director of Health
(To be obtained by Grant Manager)


Signature

Item 3 – File 99 - 1767

Department: Department of Public Health

Item: Resolution authorizing the Department of Public Health (DPH), Population Health and Prevention Division to accept retroactively and expend a grant in the amount of \$145,421 from the University of California's Universitwide AIDS Research Program (UARP) to conduct a study entitled "HIV Prevention Policy: The Role of Community Planning Groups." The proposed resolution also authorizes DPH to enter into an agreement which includes rights in data clauses and which does not include patent infringement indemnification and false claims clauses; waiving indirect costs; and providing for ratification of action previously taken.

Grant Amount: \$145,421

Grant Period: July 1, 1999 through June 30, 2001 (2 years)

Source of Funds: University of California's Universitwide AIDS Research Program (UARP)

Description: The Department of Public Health (DPH), Population Health and Prevention Division has accepted grant funds from the University of California's Universitwide AIDS Research Program (UARP) to conduct the two-year study entitled "HIV Prevention Policy: The Role of Community Planning Groups." According to Ms. Valerie Kegebein Rose of the DPH, Community Planning Groups (CPGs) are groups of local public health officials and community-based health care professionals, which are assembled in various jurisdictions throughout the State to develop strategies for treating persons with HIV/AIDS and establish interventions against the contraction of HIV/AIDS. Ms. Rose states that the proposed Study is a collaborative project between the DPH and the UCSF Center for AIDS Prevention Studies, which seeks to examine the influence of CPGs on health care policy-making at the local, State and Federal levels of government. Ms. Rose states that the proposed Study will include:

- Administering a survey of approximately 500 members from among 57 CPGs throughout the State;
- Conducting a follow-up analysis of a sub-group of the subject 500 CPG members; and
- Reviewing current documents produced by CPGs in order to determine their influence upon AIDS related health care policy and legislative initiatives.

Ms. Rose reports that a portion of the proposed grant funds will be used to hire one to three new Class 9924 Public Service Aide – Health Services positions, totaling 0.20 FTEs, to administer the subject survey of the 500 CPG members approximately in January of 2000 until the grant expires on June 30, 2001. According to Ms. Rose, the employment period of each new position will not exceed 3 months or a total of 480 hours. Ms. Rose advises that the new Class 9924 Public Service Aide – Health Services positions will not receive any fringe benefits because, according to Ms. Alice Villagomez of the Department of Human Resources, temporary City employees must work at least 1,040 hours per year to be eligible for such benefits.

Budget:

A summary budget for the proposed Study for each of the two years of the grant period through June 30, 2001, is as follows:

Year 1 – July 1, 1999 through June 30, 2000

Personnel (0.20 FTE)	\$53,295	
Supplies and Expenses	4,275	
Travel	1,580	
Indirect Costs	<u>14,788</u>	
Year 1, Subtotal	73,938	\$73,938

Year 2 – July 1, 2000 through June 30, 2001

Personnel (0.20 FTE)	\$54,161	
Supplies and Expenses	1,180	
Travel	1,845	
Indirect Costs	<u>14,297</u>	
Year 2, Subtotal	71,483	<u>71,483</u>

Grand Total \$145,421

BOARD OF SUPERVISORS
BUDGET ANALYST

Required Match: None

Indirect Costs: \$29,085

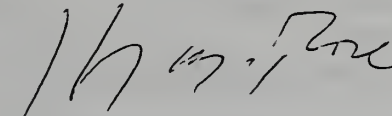
Comment:

1. Ms. Lucille Burlew-Lawler of the DPH states that the acceptance deadline for the subject grant was August 31, 1999 and as such, the DPH previously accepted the grant funds. Ms. Burlew-Lawler states that the DPH has already received grant funds of \$73,938 from UARP for the first year of the proposed Study. However, Ms. Burlew-Lawler states that the DPH has not expended any of the grant funds. According to Ms. Burlew-Lawler, funding for the second year in the amount of \$71,483 is contingent upon satisfactory scientific progress during the first year of the proposed Study as demonstrated through a progress report by the DPH. Ms. Burlew-Lawler states that if such satisfactory scientific progress is not achieved, the proposed Study would be terminated unless other funds are obtained.
2. According to the proposed resolution, as a condition of receiving the subject grant funds, the DPH has agreed to enter into an agreement (the "Agreement") with UARP that would require the City to grant UARP the royalty-free and nonexclusive right to use the data collected under the contract.
3. The Agreement also requires that the City waive (1) the requirement contained in Sections 6.21 and 21.19 of the City Administrative Code that the Agreement include an indemnification of the City by the California Department of Health Services for the infringement of patent rights; and, (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. Ms. Jean Fraser of the City Attorney's Office advises that these requirements apply when the City purchases goods or services, not when the City receives grant funds. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

BOARD OF SUPERVISORS
BUDGET ANALYST

4. The Attachment is the Grant Application Information Form, as prepared by the DPH.
5. As shown in the Attachment to this report, the DPH applied for a total of \$115,911 in grant funds for the proposed two-year Study. However, Ms. Burlew-Lawler reports that UARP awarded the Department a grant of \$145,421, or \$29,510 more than the requested amount of \$115,911.
6. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.
7. The proposed resolution contains a provision that states that the Controller should be urged to designate the new positions created under the subject grant as "G" or "Grant-funded" positions so that such positions would terminate when the grant expires.
8. The proposed resolution also contains a provision that authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with UARP if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with UARP if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department, Division, & Branch: Public Health, PHP, CHP&P, HIV Prevention Section
2. Contact Person: Valerie Kegebein Rose, Co- Telephone: 415-554-9023
Principle Investigator
3. Project Title: HIV Prevention Policy: The Role of Community Planning Groups
4. Grant Source Agency: University of California Universitywide AIDS Research
Program (UARP)
5. Type of Funds (Circle): Federal Federal - State (Pass Through) State Local Private
6. Proposed (New/Continuation) :

Grant Project Summary: This grant is a collaborative project between the San Francisco Department of Health and the UCSF Center for AIDS Prevention Studies. The study is a descriptive analysis of CPG members' perceptions, actions, roles, responsibilities, and intentions related to health policy making. The study will also examine the actual influence of CPGs on policy at the local, state, or federal level. Participants will consist of the 500 California CPG members from among the 57 CPGs, including San Francisco. Participants will be asked to complete a semi-structured, self-administered survey. A subset of CPG members will also be asked to provide key informant interviews for more in-depth qualitative analysis. A systematic document and legislative review will be conducted to identify HIV-related health policy and legislative initiatives.
7. Amount of Grant Funding Applied For:
\$59,125: year one; \$56,786: year two. Total: \$115,911
8. Maximum Funding Amount Available (at time of application): \$100,000/yr.
9. Required Matching Funds? Yes No Cash In-kind
(Circle):

If yes, list dollar amount and identify source of Matching Funds in Department Budget: Not Applicable

10. Number of new positions created and funded: Two FTE positions created and funded at less than full-time.

11. If new positions are created, explain the disposition of employee(s) once the grant ends:
Part-time 9924 positions with no benefits will be created for the sole and express purpose of providing assistance with key informant interviews for a period not to exceed 3 months. It will be explained to staff, that these positions are necessarily short-term, time-limited and without benefits. All efforts will be made to transition interested and qualified staff into similar existing positions.

12. Are indirect costs eligible costs for this grant? (Circle): Yes: No:
If yes, please identify the amount of \$s in indirect costs: \$29,085

13. Amount to be spent on contractual services: None

14. a.) Will contractual services be put out to bid? (Circle): Not Applicable
b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Not Applicable Yes: No:

15. Is this request for contracting out likely to be: Not Applicable (Circle One) One Time Ongoing

16. Term of Grant: Start-Date: July 1, 1999 End Date: June 30, 2001

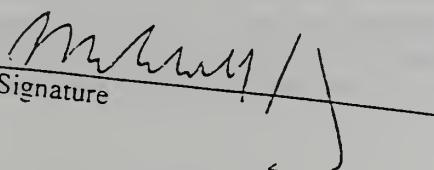
17. Date You Were Notified That This Funding Was Available: December, 1998

18. Grant Application Due Date: March 3, 1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Collaborative principal investigators will be awarded two distinct grant awards through their respective sponsoring institutions. Therefore, both UCSF Center for AIDS Prevention Studies and the SFDPH will receive separate contracts from UARP for Year one. Second year funding is contingent upon satisfactory scientific progress during the first year from each of the collaborative investigators, as demonstrated through an annual progress report. Awards are restricted to a maximum of two years with a renewal option of one additional year by submission of a competitive renewal application. Upon termination of an award, all materials and equipment purchased with award funds become the property of the State of California department or equivalent administrative unit concerned.

20. Department Head Approval:
(To be obtained by Grant Manager)

Mitchell Katz, M.D., Director of Health


Signature

8/18/99



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Clerk: Deborah Muccino

Thursday, October 28, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

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Meeting Convened

The meeting convened at 1:08 P.M.

CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

991911 [Accept and expend 36 recurring State grants to the Department of Public Health]

Resolution authorizing acceptance and expenditure of State grant funds by the San Francisco Department of Public Health for 1999-2000. (Public Health Department)

10/6/99. RECEIVED AND ASSIGNED to Public Health and Environment Committee.

RECOMMENDED..

991945 [Agreement with State Department of Rehabilitation to provide vocational services to HIV/AIDS clients who are San Francisco residents]

Resolution authorizing the Department of Public Health, Community Health Services, to enter into a Cooperative Program Agreement with the State Department of Rehabilitation San Francisco District, including a required match of \$100,000, to provide vocational services to HIV/AIDS clients, which does not include patent infringement indemnification and false claims clauses. (Public Health Department)

10/13/99. RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/18/99. TRANSFERRED to Public Health and Environment Committee.

Amended title page 1 line 3 of the Title, after the word "authorizing" by inserting ", RETROACTIVE TO OCTOBER 1, 1999" and page 1 line 24 after the word authorized add ", retroactive to October 1, 1999,".

AMENDED.

Resolution authorizing, retroactive to October 1, 1999, the Department of Public Health, Community Health Services, to enter into a Cooperative Program Agreement with the State Department of Rehabilitation San Francisco District, including a required match of \$100,000, to provide vocational services to HIV/AIDS clients, which does not include patent infringement indemnification and false claims clauses. (Public Health Department)

RECOMMENDED AS AMENDED..

The foregoing items were acted upon by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

REGULAR AGENDA

991668 [Recreational Drugs]

Supervisors Leno, Newsom

Hearing to consider ways to respond to rising social use of the drug gamma hydroxy butyrate (GHB) and copycat drugs such as Blue Nitro including assess current research on medical and social dangers and assess outreach and educational efforts by public agencies and community-based organizations that encourage harm reduction among communities which use this drug.

8/23/99. RECEIVED AND ASSIGNED to Public Health and Environment Committee.

10/12/99. SUBSTITUTED. Submitted by Supervisor Leno in Board, bearing new title.

10/12/99. RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Leno; Jim Stillwell, San Francisco Dept. of Public Health; Al Abranowitz, San Francisco Dept. of Public Health, CSAS; Dr. Jo Ellen Dyer, Poison Control Center; Dr. Chris Carrington, Harmony/SFSU; Glenn Raswyck, Haight Ashbury Rock Medicine; Craig Waldo, UCSF; Emanuel Sferio, Dance Safe; Theo Rsenfeld, Mind Body Love; Steven Ellen.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991560 [Suicide Among San Franciscans]

Supervisor Leno

Hearing to consider the public policy implications and prevention efforts to reduce suicide among San Franciscans.

8/9/99. RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/13/99. TRANSFERRED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Leno; Maria Martinez; Dr. Peter Foerster, Medical Director San Francisco Community Health Services; Dr. Larry Meredith, Health Promotion and Prevention Center; Eve Meyer, Executive Director, San Francisco Suicide Prevention; Evelyn Lee, Executive Director, Richmond Area Multi-Services Center; Anne Tamar-Mattis, LYRIC Youth Talkline Director; Diana Bogard, Haight Ashbury Free Clinic, President of Substance Abuse Providers Association; Jennifer Friedenbach, Homeless Coalition; Lieutenant Dirk Beijen, Police Department; Sgt. Joe Kennedy, Police Department; Sgt. Forrest Fulton, Police Department; Lauren Swiger, San Francisco Suicide Prevention Volunteer Coordinator; Dr. Ervin J. Jindrich, Goldengate Suicide Barrier Coalition; James LaPoint, Coalition on Homelessness; Tom Gomez, Coalition on the Homeless.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Brown

Absent: 1 - Yaki

ADJOURNMENT

The meeting adjourned at 4:15 P.M.

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

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October 26, 1999

OCT 29 1999

TO: Public Health and Environment Committee

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FROM: Budget Analyst

SUBJECT: October 28, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-1911

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health to accept and expend State grant funds in the total amount of \$16,469,070.

Description: According to Section 11.1 of the Administrative Provisions of the Fiscal Year 1999-2000 Annual Appropriations Ordinance, recurring grants, included in the Department's annual budget submission, that were previously approved by the Board of Supervisors in the annual budget, do not require separate authorization by resolution of the Board of Supervisors for the acceptance and expenditure of such grants. However, the agencies of the State of California that provide grant funds to the DPH require the Department to provide documentation of the Board's approval of their grant funds (State Administrative Manual Section 1208.2(a)). The proposed resolution would authorize the DPH to accept and expend State funding for 36 recurring grants, totaling \$16,469,070 (see Comment 1). These grants were previously approved by the Board of Supervisors in the FY 1999-2000 DPH budget.

Comments:

1. The Attachment, provided by DPH, contains a list of the State grants provided to DPH for FY 1999-2000. According to Ms. Monique Zmuda of DPH, of the \$16,469,070 in State funds, \$15,576,786 of the grant funds were for direct program costs and \$892,284 were to pay for the City's indirect costs.

2. As noted above, approval of this proposed resolution would be consistent with the FY 1999-2000 Administrative Provisions of the Annual Appropriation Ordinance previously approved by the Board of Supervisors.

Recommendation:

Approve the proposed resolution.

CITY COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC HEALTH
RECURRING FY 1999-2000 STATE GRANTS, SCHEDULE A

Program/ Sub-Program	Agency/ Contract #	FY 99-00 Grant Term	FY 99-00 Grant Amt.	FY 99-00 Indirect Costs	Indirect Cost Information	Title, Services, FY 1999-00
CHS Children, Youth & Families	State 99-85747	10/1/99-9/30/00	\$1,803,569	-\$0-	No indirect costs; direct services costs only	WIC Program Nutrition services to women and infants and children under age five.
CHS Children, Youth & Families	State 199938	7/1/99-6/30/00	\$1,097,690	\$75,889	10% of salaries	Perinatal, MCH Allotment Coordination and advocacy for programs and services targeting women and children. Prenatal care guidance, and toll-free line.
CHS Children, Youth & Families	State Not Available	7/1/99-6/30/00	\$212,281	Not Available	10% of salaries	Perinatal Outreach Comprehensive perinatal outreach services and tobacco cessation services to women & children.
CHS Children, Youth & Families	State 199938	7/1/99-6/30/00	Consolidated with Perinatal MCH	Not Available	Not Available	Fetal/Infant Mortality Review Identify gaps in services which contribute to mortality.
CHS Children, Youth & Families	State Not Available	7/1/99-6/30/00	\$2,769,304	\$453,591	16% of salaries	CHDP - EPSDT - PIH Child health and disability prevention services.
CHS Children, Youth & Families	State Not Available	7/1/99-6/30/00	\$239,000	Not Available	10% of salaries	Black Infant Health Education, support, and case management to African-American pregnant women and their infants. City wide task force.

CITY COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC HEALTH
RECURRING FY 1999-2000 STATE GRANTS, SCHEDULE A

Program/ Sub-Program	Agency	State Contract #	FY 99-00 Grant Term	FY 99-00 Grant Amt.	FY 99-00 Indirect Costs	Indirect Cost Information	Title, Services, FY 1999-00
CIS Children, Youth & Families	State	Not Available	7/1/99-6/30/00	\$86,000	-\$0-	No Indirect costs; direct services costs only	HIV Children's Program HIV screening and diagnostic services to children at risk of HIV.
CIS Children, Youth & Families	State	11V709805-01	10/1/99-12/31/99	\$302,000	-\$0-	No Indirect costs; direct services costs only	Home Visiting Family Support Intensive home visiting and support services to improve health and developmental outcomes for African American infants and their families.
CIS Children, Youth & Families	State	98-15282	7/1/99-6/30/00	\$43,500	\$2,517	8% of salaries	Teen Smart Outreach Outreach and counseling services to adolescents, with Maxine Hall Health Center.
CIS HIV	State	Not Available	7/1/99-6/30/00	\$300,000	-\$0-	No Indirect costs; direct services costs only	Early Intervention/Primary Care Services to prevent/delay progression of disease and transmission of infection.
CIS Mental Health	State	Not Available	4/1/99-3/31/00	\$1,380,045	\$17,999	15% of personnel costs	CARE Title II Comprehensive AIDS resources for emergency disaster relief.
CIS Mental Health	Fed/State	Not Available	7/1/99-6/30/00	\$75,882	\$1,488	2% of costs	McKinney Homeless PATH Mental health services for mentally ill who are homeless or at risk of becoming homeless.
CIS Mental Health	Fed/State	99-79123-000	7/1/99-6/30/00	\$100,000	\$2,000	2.0% of direct costs	Continuum HIV Day Support Services Adult Day Care services to people with HIV/AIDS.
CIS Mental Health	Fed/State	99-79123-000	7/1/99-6/30/00	\$164,000	\$3,280	2.0% of direct costs (Total Idc of \$5,280 for both of the above)	AIDS Dementia & Residential Support Services AIDSARC/HIV mental health residential and adult day services at the Peter Claver Community.

CITY COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC HEALTH
RECURRING FY 1999-2000 STATE GRANTS, SCHEDULE A

Program/ Sub-Program	Agency	State Contract #	FY 99-00 Grant Term	FY-99-00 Grant Amt.	FY-99-00 Indirect Costs	Indirect Cost Information	Title, Services, FY 1999-00
CHS Mental Health	Fed/State	Not Available	7/1/99-6/30/00	\$785,423	-\$0-	No indirect costs; direct services costs only	SAMHSA - System of Care Services to seriously mentally ill adults, older adults, youth, and their families, who have serious emotional problems.
CHS Mental Health	Fed/State	Not Available	8/1/99-7/31/00	\$481,661	-\$0-	No indirect costs; direct services costs only	SAMHSA - Family Mosaic Project Services to children and youth who are seriously emotionally disturbed and their families.
CHS Substance Abuse	Fed/State	Not Available	9/30/99-9/29/00	\$249,997	\$5,952	2.5% of total costs	Target Cities - Year 5 Augmentation Evaluation of Treatment on Demand program.
CH&S EMSA	State	OP9913	2/1/99-9/30/00	\$154,160	\$7,130	15% of personnel costs	Child Passenger Safety Develop and implement a comprehensive child passenger safety program.
CH&S Environmental Health & OSH	State	Not Available	7/1/99-6/30/00	\$497,665	\$74,975	19.76% of salaries and benefits	LUST-LOP Project Local oversight of cleanup activities at leaking underground storage tank sites.
CH&S Environmental Health & OSH	State	Not Available	1/1/99-12/31/00	\$5,000	\$200	4% of total costs	Oil Spill Prevention and Response Input in development of SF Bay/San Joaquin Delta Area contingency plan for oil spills.
CH&S Immunization	State	Not Available	7/1/99-6/30/00	\$208,800	-\$0-	No indirect costs; direct services only	Automated Immunization Information System Development of an immunization and reminder system.
CH&S Immunization	State	99-65216	7/1/99-6/30/00	\$460,718	-\$0-	No indirect costs; direct services only	Immunization Services and Collaborative Immunization Project Grant Prevention, surveillance and outbreak control for vaccine preventable diseases and a new collaborative immunization project.

CITY COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC HEALTH
RECURRING FY 1999-2000 STATE GRANTS, SCHEDULE A

Program/ Sub-Program	Agency	State Contract #	FY 99-00 Grant Term	FY 99-00 Grant Amt.	FY 99-00 Indirect Costs	Indirect Cost Information	Title, Services, FY 1999-00
CIP&S STD Preven- tion & Control	State	98-18028	4/1/99-3/31/00	\$55,349	\$5,031	10% of personnel costs	STD Training Program STD training for health providers in San Francisco and surrounding Bay Area counties.
CIP&S TB Control	State	TBC SGF 90-38	7/1/99-6/30/00	\$454,097	-\$0-	No indirect costs; direct services only	Tuberculosis Subvention TB control and prevention and outreach and the Directly Observed Therapy Program for tuberculosis patients.
CIP&S TB Control	State	95117L-99-38	7/1/99-6/30/00	\$47,763	-\$0-	No indirect costs; direct services only	Collaborative TB Control Services Supports collaboration with the Calif. Microbial Disease Laboratory to scan and edit DNA fingerprinting of TB isolate films.
CIP&P Child Environmental Risk Protection	State	97-11578	7/1/99-6/30/00	\$302,058	\$35,558	20% of salaries	Childhood Lead Poisoning Case Management Identifying and managing cases of children with elevated levels of lead in blood.
CIP&P Child Environmental Risk Protection	State	97-11578	7/1/99-6/30/00	\$328,914	\$39,797	20% of salaries	Lead Medi-Cal Allocation Medical eligible children diagnosed with elevated lead levels in San Francisco.
CIP&P Dental Prevention	State	99-85157	7/1/99-6/30/00	\$12,708	\$1,351	10% of total costs	Dental Education Services Education, screening, and follow up services for pre and elementary school children.
CIP&P Health Promotion	State	89-97927	7/1/99-6/30/00	\$838,392	\$50,256	15% of salaries	AB 75 Health Education Tobacco Tax Provide tobacco education in accordance with the State Comprehensive Tobacco Control Plan.
CIP&P Health Promotion	State	Not Available	89-97927-A09	\$779,242	\$48,879	15% of salaries	Breast and Cervical Cancer Control Program (BCCCP) Outreach, education, screening and follow-up for low income women.

CITY COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC HEALTH
RECURRING FY 1999-2000 STATE GRANTS, SCHEDULE A

Program/ Sub-Program	Agency	State Contract #	FY 99-00 Grant Term	FY 99-00 Grant Amt.	FY 99-00 Indirect Costs	Indirect Cost Information	Title, Services, FY 1999-00
CIP&P Health Promotion	State	Not Available	10/1/99-9/30/00	\$225,000	\$12,711	10% of salaries	Collaborative Organized to Prevent Abuse Community and agency collaborative efforts to change attitudes toward men's violence to women.
CIP&P HIV Prevention	State	Not Available	7/1/99-6/30/00	\$163,200	\$27,599	10% of salaries & fringes	AIDS Education and Prevention Coordination, quality assurance and HIV/AIDS education services to targeted populations.
CIP&P HIV Prevention	State	Not Available	7/1/99-6/30/00	\$803,685	\$23,226	10% of salaries	HIV Testing Program Anonymous and confidential HIV testing services.
CIP&P Immigrant Health	Fed/State	Not Available	10/1/99-9/30/00	\$175,000	-\$0-	Not allowable	CDC Basic Refugee TB/communicable disease control, health education and counseling services to refugees.
CIP&P Immigrant Health	State	Not Available	10/1/1999- 9/30/99	\$145,911	-\$0-	Not allowable	Immigrant Public Health Immigrant public health services and refugee preventive health services.
CIP&P	Fed/State	Not Available	7/1/99-6/30/00	\$28,552	\$2,855	10% of costs	Preventive Health and Health Services Block Grant Health Incentives - 314 D Funds Financial assistance through the State to local health agencies for support of comprehensive health services.
TOTAL				\$15,576,786	\$892,284		

Item 2 – File 99-1945

Department: Department of Public Health
Community Health Services

Item: Resolution authorizing the Department of Public Health (DPH), Community Health Services, to enter into a Cooperative Program Agreement with the State Department of Rehabilitation. This Agreement requires the DPH to provide a local cash match of \$100,000 that will enable the State Department of Rehabilitation to leverage grant funds of \$414,766 from the Federal Rehabilitation Services Administration for HIV/AIDS clients in San Francisco. The subject resolution states that this Agreement does not include patent infringement indemnification and false claims clauses.

Description: The proposed resolution would authorize the Department of Public Health (DPH), Community Health Services to enter into a Cooperative Program Agreement with the State Department of Rehabilitation. This Agreement requires the DPH to provide a local cash match of \$100,000 that will enable the State Department of Rehabilitation to leverage grant funds of \$414,766 from the Federal Rehabilitation Services Administration for the provision of vocational services to HIV/AIDS clients in San Francisco. Together, the required cash match of \$100,000 and the grant funds of \$414,766 would be used to cover the total costs of \$514,766 for this project, according to Mr. Eric Ciasullo of the DPH (see Budget section of this report).

Mr. Ciasullo states that this Agreement does not provide funding directly to the City. However, as a result of this Cooperative Program Agreement, the State Department of Rehabilitation would award Case Services Contracts to the following four non-profit organizations for the delivery of vocational services to HIV/AIDS clients:

- Positive Resources Center
- Jewish Vocational Services
- IAM CARES
- Catholic Charities

BOARD OF SUPERVISORS
BUDGET ANALYST

According to Mr. Ciasullo, the State Department of Rehabilitation would be solely responsible for entering into the contracts with the four non-profit organizations. However, Mr. Ciasullo states that the DPH Employment Development Unit would use existing departmental staff to coordinate with the State Department of Rehabilitation to develop collaborative linkages between existing DPH vocational services to HIV/AIDS clients and the proposed services to be funded under this Agreement.

The term of this Agreement is for a 9-month period from October 1, 1999 through June 30, 2000 (see Comment #1).

Mr. Ciasullo states that the Case Services Contracts would allow the subject four non-profit organizations to provide comprehensive benefits counseling and assessment, vocational assessment and career counseling, and a wide range of employment services for approximately 240 HIV/AIDS clients residing in San Francisco.

Budget:

Mr. Ciasullo has provided a budget for the total project costs of \$514,766 for the 9-month period from October 1, 1999 to June 30, 2000, as follows:

<u>State Department of Rehabilitation</u>	
Counseling and Case Services	\$131,209
<u>Contractual Services</u>	
Positive Resources Center	123,624
Jewish Vocational Services	94,427
IAM CARES	102,701
Catholic Charities	<u>62,805</u>
TOTAL BUDGET	\$514,766

The Attachment, provided by DPH, contains supporting budgets for the contractual services to be provided by each of the subject four non-profit organizations.

Required Match: \$100,000 included in DPH's FY 1999-2000 budget.

Comments: 1. According to Mr. Ciasullo, the subject four non-profit organizations have been contracted by the State Department of Rehabilitation to provide vocational

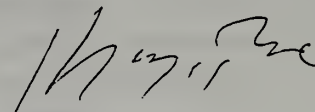
BOARD OF SUPERVISORS
BUDGET ANALYST

services to HIV/AIDS clients since October 1, 1999. Therefore, this resolution should be amended to provide for retroactive approval of the proposed agreement to October 1, 1999.

2. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the Cooperative Program Agreement include an indemnification of the City by the State Department of Rehabilitation for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Cooperative Program Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply to situations in which the City purchases goods or services, not when the City enters into Cooperative Program Agreements. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

Memo to Public Health and Environment Committee
October 28, 1999 Public Health and Environment Committee Meeting

- Recommendations:**
1. In accordance with Comment No. 1 above, amend the proposed resolution to provide for retroactive approval of the proposed agreement between the DPH and the State Department of Rehabilitation.
 2. Approve the proposed resolution as amended.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

☒ Original

☐ Amendment

☐ Revision

Contract Name and Address:		Contract Number:		Federal ID Number:		Page of Pages	
Positive Resource Center 173 Market Street, 6th Floor San Francisco, CA 94103		10/1/99-6/30/99		94-3078431		1 of 2	
no.	Position Title % of Time Expense & Description	Amount Budgeted	Budget Change	Effective Date:	Budget Change	TOTAL BUDGET	
1	PERSONNEL Benefits Counselor 75%	24,901				24,901	
2	Benefits Coordinator 15%	6,079				6,079	
3	Job Placement Advocate 75%	22,181				22,181	
4	Service Coordinator 75%	23,621				23,621	
5	Employment Counselor 25%	7,200				7,200	
6	Program Assistant 15%	3,906				3,906	
7	Data Manager 25%	6,287				6,287	
8	OPERATING Rent	8,274				8,274	
9	Telephone	2,000				2,000	
10	Supplies	1,500				1,500	
11	Postage	300				300	
12	Printing/Reproduction	750				750	
TOTALS		\$106,999				\$106,999	

direct costs are allowable costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract and are allocated to the program or contract using a method in compliance with Office of management and Budget (OMB) circulars. The allocation method must be fully explained in the contract budget narrative and must be supported by actual costs incurred and paid by the organization. The allocation of indirect costs cannot be based on an arbitrary fixed fee.

Original

☐ Amendment

☐ Revision

P. 03/07

Contract Name and Address:

Positive Resource Center
973 Market Street, 6th Floor
San Francisco, CA 94103

10

Position Title % of
Time Expense & Description

Staff Training

Subtotal (Personnel & Operating)

INDIRECT

Administrative Overhead (15%)

13

COMM. HEALTH SERVICES

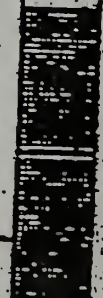
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TOTALS

\$123,624

\$123,624

Direct costs are allowable costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract and are allocated to the program or contract using a method in compliance with Office of Management and Budget (OMB) circulars. The allocation method must be fully explained in the contract budget narrative and must be supported by actual costs incurred and paid by the organization. The allocation of indirect costs cannot be based on an arbitrary fixed

100 Original Amendment Revision

Contractor Name and Address:			Contract Number:	Federal ID Number:	Page of Pages:
Jewish Vocational Service				64-3243100	1 of 1
17 Quarry Street 6401			Budget Period:	Effective Date:	Effective Date:
San Francisco, Ca 94103			10/1/88 - 6/30/89		
Line No.	Position Title % of Time	Amount Budgeted	Budget Change	TOTAL BUDGET	
PERSONNEL					
1	Career Counselor 80%	\$ 28,500.00		\$ 28,500.00	
2	Employment Specialist 100%	29,453.00		29,453.00	
3	103 Instructor/Class Services Assistant 60%	17,135.00		17,135.00	
4	Employment Director 8%	4,089.00		4,089.00	
OPERATING					
5	Supplies/Filing	1,882.00		1,882.00	
6	Rent (\$48.79 sq feet @ \$1.34/sq. ft. for 9 months)	1,781.00		1,781.00	
7	Telephone	315.00		315.00	
8	Communications	1,388.00		1,388.00	
9	Postage	64,310.00		64,310.00	
ADMINISTRATIVE OVERHEAD					
10	Administrative Overhead (12%)	18,107.00		18,107.00	
TOTALS			\$ 94,427.00	\$ 94,427.00	

Indirect costs are allowable costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract and are allocated to the program or contract using a method for compliance with OMB or Department and Budget (OMB) criteria. The allocation method must be fully explained in the contract budget narrative and must be supported by actual costs incurred and yield by the organization. The allocation of indirect costs cannot be based on an arbitrary fixed fee.

☒ Original

☐ Amendment

☐ Revision

Contractor Name and Address: IAM CARES 985 Mission St., Ste 330 San Francisco, CA 94103		Contract Number: 52-1794704	Federal ID Number: 52-1794704	Page of Pages 1 of 1
Line No.	Position Title % of Time Expense & Description	Budget Period: 10/1/98-6/30/00	Effective Date:	Effective Date:
		Amount Budgeted	Budget Change	TOTAL BUDGET
1	PERSONNEL			
1	Senior Transition Specialist 80%	\$28,073.00		\$28,073.00
2	Transition Specialist 60%	\$21,035.00		\$21,035.00
3	Transition Specialist 60%	\$21,035.00		\$21,035.00
4	Administrative Assistant 33%	\$9,105.00		\$9,105.00
5	OPERATING			
5	Supplies	\$1,638.00		\$1,638.00
6	Rent	\$6,642.00		\$6,642.00
7	Mileage	\$2,075.00		\$2,075.00
8	Communications	\$1,687.00		\$1,687.00
10	Subtotal	\$91,290.00		\$91,290.00
11	INDIRECT/ADMIN OVERHEAD			
11	Administrative Overhead 12.5%	\$11,411.00		\$11,411.00
	TOTALS	\$102,701.00		\$102,701.00

Indirect costs are allowable costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract and are allocated to the program or contract using a method in compliance with Office of Management and Budget (OMB) Circulars. The allocation method must be fully explained in the contract budget narrative and must be supported by actual costs incurred and paid by the organization. The allocation of indirect costs cannot be based on an arbitrary fixed rate.

STATE OF CALIFORNIA
DEPARTMENT OF REHABILITATION
SERVICE BUDGET
DR801a (REV. 2/98)

☐ Original ☐ Amendment ☐ Revision

Contractor Name and Address:		Contract Number		Federal ID Number	Page of Pages
Catholic Charities of San Francisco 914 Mission Street - Mezzanine San Francisco, California 94103		Budget Period: 10/1/99 - 6/30/00		94-199472	1 of 2
Line No.	Facility Title % of Time Expense & Description	Amount Budgeted	Effective Date:	Budget Change	TOTAL BUDGET
1	PERSONNEL: Program Coordinator 100%	\$34,618.			\$34,618.
2	Program Director 10%	4,318			4,318
3	Administrative Assistant 20%	5,754			5,754
4	Director of HIV and Clinical Services 5%	1,910			1,910
5	OPERATING: Rent (\$1.50 sq./ft. x 393 x 9 months)	5,346			5,346
6	Mileage (\$0.31 x 1000)	310			310
7	Phone (\$100 x 9 months)	900			900
8	Training	250			250
9	Technology/Computer Depreciation cost - 9 months @ \$33.33	300			300
10	Supplies (\$54 x 9 months)	486			486
11	Printing \$0.07 x 5000)	350			350
12	Subtotal:	55,827			55,827
TOTALS					

Indirect costs are allowable costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract and are allocated to the program or contract using a method in compliance with Office of Management and Budget (OMB) circulars. The allocation method must be fully explained in the contract budget narrative and must be supported by actual costs incurred and paid by the organization. The allocation of indirect costs cannot be based on an arbitrary fixed rate.

STATE OF CALIFORNIA
DEPARTMENT OF REHABILITATION
SERVICE BUDGET
DR801a (REV. 2/98)

☐ Original ☐ Amendment ☐ Revision

Contractor Name and Address:		Contract Number:	Federal ID Number:	Page of Pages:
Catholic Charities of San Francisco 814 Mission Street - Mezzanine San Francisco, California 94103			94-149471	2 of 2
Line No.	Position Title % of Time Expensed & Description	Budget Period: 10/1/99 - 6/30/00	Effective Dates:	Budget Change
1	Subtotal from previous page:	\$5,817		
2	Indirect (12.5%)	\$,978		\$6,978
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
TOTALS				\$62,805

Indirect costs incurred by an organization which support the activities of a program or contract, but are not directly assigned to the specific program or contract, and are allocated to the program or contract using a method in compliance with Office of Management and Budget (OMB) circulars. The indirect costs must be fully explained in the contract budget narrative and must be supported by actual costs incurred and paid by the organization. The indirect costs cannot be based on an arbitrary fixed rate.

0.80

18/99



City and County of San Francisco
Meeting Minutes
Public Health and Environment Committee
Members: Supervisors Sue Bierman, Amos Brown and Michael Yaki

City Hall
 1 Dr. Carlton B.
 Goodlett Place
 San Francisco, CA
 94102-4689

Clerk: Gregoire Hobson

Thursday, November 18, 1999

1:00 PM

City Hall, Room 263

Rescheduled Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

Meeting Convened

The meeting convened at 1:02 P.M.

991855 [Grant from the Corporation for Supportive Housing to partially fund service and operating expenses at the Pacific Bay Inn and the Windsor Hotel (Single Room Occupancy hotels) serving chronically homeless persons]

Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to accept retroactively and expend a grant in the amount of \$625,000 from the Corporation for Supportive Housing and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken and waiving indirect costs. (Department of Public Health)

9/28/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/6/99, TRANSFERRED to Public Health and Environment Committee.

Heard in Committee. Speakers: Mark Tracent, Department of Public Health; Ernestine Weiss.

RECOMMENDED AS COMMITTEE REPORT by the following vote:

Ayes: 2 - Brown, Yaki

Absent: 1 - Bierman

991988 [Authorizing DPH to enter into an agreement with the Regents of the University of California, Univesitywide AIDS research program]

Resolution authorizing the Department of Public Health, Community Health Promotion and Prevention, to enter retroactively into a subcontract agreement in the amount of \$31,950 with the Regents of the University of California San Francisco, the primary contractor, to provide evaluation of the Youth United Through Health Education (Yuthe) Program, which includes a rights in data clause and which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

10/19/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Jackie McLite, Dept. of Public Health.

RECOMMENDED AS COMMITTEE REPORT by the following vote:

Ayes: 2 - Brown, Yaki

Absent: 1 - Bierman

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991993 [Federal Grant to fund a feasibility study of physician prescription of methadone]**Supervisor Newsom**

Resolution authorizing the Department of Public Health, Population Health and Prevention, Community Substance Abuse Services, to accept retroactively and expend a grant in the amount of \$100,000 from the Center for Substance Abuse Treatment (CSAT), Substance Abuse and Mental Health Services (SAMHSA), for a methadone by physician prescription feasibility study and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

10/20/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Newsom; Amillio Palacio, Dept. of Public Health.

RECOMMENDED AS COMMITTEE REPORT by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991994 [Authorizing DPH to enter into a subcontract agreement with the Regents of the University of California to provide home safety services to San Francisco seniors]

Resolution authorizing the Department of Public Health, Community Health Promotion and Prevention, to enter retroactively into a subcontract agreement in the amount of \$66,134 with the Regents of the University of California, the primary contractor, to provide home safety services to San Francisco seniors, which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

10/20/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Michael Randinski, Dept. of Public Health.

RECOMMENDED AS COMMITTEE REPORT by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

992023 [Federal Grant to fund the Raise African American Infant Survival Program]

Resolution authorizing the Department of Public Health, Population Health and Prevention, Community Health Promotion and Prevention, to accept retroactively and expend a grant in the amount of \$272,846 from the Centers for Disease Control and Prevention for the Raise African American Infant Survival Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

10/27/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Larry Merideth, Dept. of Public Health. Amended title page 1 line 5 of the Title, delete the word "RETROACTIVELY" and page 1 line 21 delete the word "retroactively".

AMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

Resolution authorizing the Department of Public Health, Population Health and Prevention, Community Health Promotion and Prevention, to accept and expend a grant in the amount of \$272,846 from the Centers for Disease Control and Prevention for the Raise African American Infant Survival Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

RECOMMENDED AS COMMITTEE REPORT by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

992077 [Authorizing grant for a Trauma System Evaluation Project to strengthen and possibly formalize the relationship between San Francisco and San Mateo counties trauma care systems]

Resolution authorizing the Department of Public Health, Community Health and Safety Services, to accept retroactively and expend a grant in the amount of \$49,826 from the State Emergency Medical Services Authority for trauma system evaluation and to enter into an agreement which includes rights in data clauses and does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

11/5/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speaker: Abby Yit, Dept. of Public Health.

RECOMMENDED AS COMMITTEE REPORT by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

991831 [Coca Cola Recycled Plastics]

Supervisors Newsom, Bierman

Resolution urging the Coca-Cola Corporation and its subsidiaries to use recycled plastics in its products.

9/27/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Newsom; Francesca Vitor, Director of the Dept. of the Environment; David Ausman; Vero Micoladi; Rick Besh; Kevin Drew, SF Community Center; Ann Kockrin, SF Conservation Corp. Amended page 1 line 19 after the word "year" by replacing "200" with "2000" and page 1 line 25 after the word "and" add "WHEREAS, The Coca-Cola Company presently uses 25% recycled content in its bottles in Australia, Sweden, and Switzerland; and,".

AMENDED.

RECOMMENDED AS AMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

The meeting adjourned at 2:00 P.M.

CITY AND COUNTY



OF SAN FRANCISCO

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

November 16, 1999

TO: Public Health and Environment Committee
FROM: Budget Analyst
SUBJECT: November 18, 1999 Public Health and Environment Committee Meeting

Item 1 – File 99-1855

Department: Department of Public Health

Item: Resolution authorizing the Department of Public Health (DPH), Population Health and Prevention Division to accept retroactively and expend a grant of \$625,000 from the Corporation for Supportive Housing to partially fund the Direct Access to Housing Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken and waiving indirect costs.

Grant Amount: \$625,000

Grant Period: July 12, 1999 through June 30, 2002 (approximately 3 years)

Source of Funds: Corporation for Supportive Housing

Project: Direct Access to Housing Program

Description:

The proposed resolution would authorize the Department of Public Health (DPH), Population Health and Prevention Division to accept retroactively and expend a grant of \$625,000 from the Corporation for Supportive Housing to partially fund the Direct Access to Housing Program from July 12, 1999 through June 30, 2002.

According to Mr. Marc Trotz of DPH, as part of this Program, presently DPH provides 169 units of housing to indigent and homeless individuals at reduced rental rates for a period of up to two years, with time extensions that are granted by DPH program staff on a case by case basis. The 169 units include:

- 75 Single Room Occupancy (SRO) units at the Pacific Bay Inn, which are located at 520 Jones Street and leased by Episcopal Community Services, a non-profit organization, under contract with DPH.
- 94 SRO units at the Windsor Hotel, which are located at 238 Eddy Street and leased directly by DPH.

Mr. Trotz states that on-site support services, including mental health services, life skills development, and access to medical care services to improve the health of the program participants, are provided by DPH at the Windsor Hotel and by Episcopal Community Services at the Pacific Bay Inn. According to Mr. Trotz, DPH also contracts with Episcopal Community Services for the delivery of on-site support services at the Pacific Bay Inn.

Attachment I, provided by Mr. Trotz, contains a budget and all funding sources for the \$2,500,264 total project costs to operate the Direct Access to Housing Program in FY 1999-2000.

As noted in Attachment I, \$208,000 of the proposed grant funds of \$625,000 would be used to fund a portion of costs totaling \$2,500,264 for FY 1999-2000. According to Mr. Trotz, DPH intends to use the remaining \$417,000 of the \$625,000 in proposed grant funds to partially fund all of the Program's costs in FY 2000-2001 and FY 2001-2002.

Memo to Public Health and Environment Committee
November 18, 1999 Public Health and Environment Committee Meeting

- Budget:** Attachment II, provided by the DPH, is a budget summarizing the Department's estimated expenditure of \$625,000 in grant funds for the Program for fiscal years 1999-2000, 2000-2001 and 2001-2002.
- Required Match:** None.
- Indirect Costs:** According to Mr. Trotz, the proposed resolution provides for a waiver of indirect costs because such costs are not allowed by the granting agency.
- Comments:**
1. Mr. Trotz advises that the acceptance deadline for this grant was July 12, 1999 and as such, DPH has already accepted the subject grant funds. However, Mr. Trotz states that DPH has not expended such grant funds.
 2. According to the proposed resolution, as a condition of receiving the subject grant funds, DPH has agreed to enter into an agreement ("Agreement") with the Corporation for Supportive Housing that would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the Cooperative Program Agreement include an indemnification of the City by the State Department of Rehabilitation for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Cooperative Program Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply to situations in which the City purchases goods or services, not when the City receives grant funds. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.
 3. Attachment III is the Grant Application Information Form.
 4. DPH has prepared a Disability Access Checklist for the proposed grant program, which is on file with the Clerk of the Board of Supervisors.

BOARD OF SUPERVISORS

BUDGET ANALYST

5. The proposed resolution also contains a provision that authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the Corporation for Supportive Housing if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the Corporation for Supportive Housing if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Attachment 1

Attachment I

EXPENSES

	Windsor Hotel	Pacific Bay Inn	Total
Lease Amount	\$374,400	\$323,568	\$697,968
Operating Costs	\$626,616	\$180,219	\$806,835
Services Cost	\$427,755	\$567,706	\$995,461
Total	<u>\$1,428,771</u>	<u>\$1,071,493</u>	<u>\$2,500,264</u>

REVENUE

General Fund	\$1,062,109	\$713,164	\$1,775,273
CSH/Hilton Grant	\$115,000	\$93,000	\$208,000
Rental Income	<u>\$251,662</u>	<u>\$265,329</u>	<u>\$516,991</u>
Total	<u>\$1,428,771</u>	<u>\$1,071,493</u>	<u>\$2,500,264</u>

HILTON FOUNDATION GRANT BUDGET
FOR THE
DIRECT ACCESS TO HOUSING PROGRAM

	PACIFIC BAY INN	WINDSOR HOTEL	TOTAL
FY 99-00			
Support Services/Operations	\$ 93,000	\$ 115,000	\$ 208,000
FY 00-01			
Support Services/Operations	\$ 93,000	\$ 115,000	\$ 208,000
FY 01-02			
Support Services/Operations	\$ 93,500	\$ 115,500	\$ 209,000
TOTAL	\$ 279,500	\$ 345,500	\$ 625,000

File Number: .

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department, Division, & Branch: Department of Public Health,
Population Health and Prevention,
Community Health Services
(Housing Services)
2. Contact Person: Marc H. Trotz, Telephone: 554-2565
Director of Housing Dvlpmnt.
3. Project Title: Direct Access to Housing
4. Grant Source Agency: Corporation for Supportive Housing
5. Type of Funds (Circle): Federal Federal - State (Pass Through) State Local Private
6. Proposed (New/Continuation) Grant Project Summary:

The DAH program is a housing initiative first funded by the Department in FY 1998-99. To date, the program consists of the following two Single Room Occupancy hotels: the Pacific Bay Inn, located at 520 Jones Street, providing 75 units of housing; and the Windsor Hotel, located at 238 Eddy Street, providing 94 units of housing. Both buildings offer comprehensive on-site support services designed to meet the needs of chronically homeless persons with and without disabilities. The Department has contracted with Episcopal Community Services to lease and run the Pacifica Bay Inn. The Windsor Hotel has been leased directly by the Health Department with services delivered by staff hired through TWHC.

The funds made available by the Corporation for Supportive Housing are part of a larger grant that CSH received from the Hilton Foundation specifically earmarked for supportive housing. The \$625,000 three-year grant will be used to partially fund the service and operating expenses at both hotels.

7. Amount of Grant Funding Applied For: \$625,000
8. Maximum Funding Amount Available (at time of application): \$625,000
9. Required Matching Funds? (Circle): Yes No Cash In-kind

If yes, list dollar amount and identify source of Matching Funds in Department Budget: N/A

10. Number of new positions created and funded: N/A

11. If new positions are created, explain the disposition of employee(s) once the grant ends: N/A

12. Are indirect costs eligible costs for this grant? (Circle):
If yes, please identify the amount of \$s in indirect costs:

Yes: No:

13. Amount to be spent on contractual services: \$625,000

14. a.) Will contractual services be put out to bid? (Circle):
b.) If so, will contract services help to further the goals of the department's
MBE/WBE requirements? : Yes (Contracts have been awarded and
approved by the Health Commission already)

Yes: No:

15. Is this request for contracting out likely to be: (CircleOne) One Time Ongoing

16. Term of Grant: Start-Date: 7/12/99 End-Date: 6/30/2002
7/12/99 -
6/30/2002

17. Date You Were Notified That This Funding Was Available: 9/98
Funding
was
awarded
6/25/99)

18. Grant Application Due Date: 6/14/99

Memo to Public Health and Environment Committee
November 18, 1999 Public Health and Environment Committee Meeting

Item 2 – File 99-1988

Department: Department of Public Health (DPH)
Community Health Promotion and Prevention

Item: Resolution authorizing the Department of Public Health, Community Health Promotion and Prevention, to enter retroactively into a subcontract agreement in the amount of \$31,950 with the Regents of the University of California San Francisco, the primary contractor, to provide evaluation of the Youth United Through Health Education (YUTHE) program. The subject resolution states that this subcontract includes a rights in data clause, and does not include patent infringement indemnification and false claims clauses.

Subcontract Periods and Amounts:	July 1, 1999 through June 30, 2000	\$11,200
	July 1, 2000 through June 30, 2001	10,375
	July 1, 2001 through June 30, 2002	<u>10,375</u>
	Total	\$31,950

Primary Contractor: University of California at San Francisco (UCSF)

Budget: The budget for the first year of the subcontract payable to DPH by UCSF, from July 1, 1999 through June 30, 2000, is as follows:

0.2 FTE 1424 Clerk Typist	\$6,402	
Benefits	<u>1,911</u>	
Total salary and benefits		\$8,313
Travel		1,225
Indirect costs		<u>1,662</u>
Total		\$11,200

Description: The proposed resolution would authorize DPH to enter into a subcontract with UCSF to provide evaluation of the Youth United through Health Education (YUTHE) Program. YUTHE is a community-based, peer-led education program for the prevention of sexually transmitted diseases (STD) and of HIV infection, conducted by the DPH STD Prevention and Control Services. The YUTHE Program targets adolescents, from

BOARD OF SUPERVISORS
BUDGET ANALYST

ages 12 through 22, residing in the Bayview-Hunters Point community. The goal of the program is to reduce the rates of sexually-transmitted diseases and HIV infections among African American adolescents in Bayview-Hunters Point. A primary objective of the program is to increase utilization of STD preventive services, including screening and treatment of asymptomatic STD infections, through peer-led street outreach, one-on-one client centered interventions, small media marketing campaigns, and community mobilization.

Approval of the proposed resolution would authorize DPH to enter into a subcontract with UCSF to provide support to UCSF for the evaluation of YUTHE. The primary goal of the evaluation is to determine the effectiveness of the YUTHE Program.

Comment:

1. According to Ms. Jacqueline McCright of DPH, under the subcontract, DPH would hire a 0.2 FTE 1424 Clerk Typist to provide clerical support for the evaluation. In addition, Ms. McCright would provide in-kind services as Co-principal Investigator, equal to 10 percent of her time.

3. The resolution urges the Controller to designate 0.2 FTE created under the grant as "G" or grant-funded positions, which would terminate when the grant expires.

4. Ms. McCright states that the proposed resolution is retroactive because the Department of Public Health received the subcontract document in early September, not permitting sufficient time to present the resolution for review by the Board of Supervisors prior to entering into the agreement. Ms. McCright reports that no funds have been expended.

5. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by UCSF for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the

City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

6. According to the proposed resolution, as a condition of receiving the subject subcontract, the DPH has agreed to enter into an agreement with UCSF that would require the City to grant UCSF the royalty-free and nonexclusive right to use the data collected under the contract.

7. The proposed resolution contains a provision that authorizes the Director of Health to enter into similar agreements with UCSF if the subcontract recurs or is renewed.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Health to enter into future agreements, similar to the subject Agreement, with UCSF if the subcontract recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Memo to Public Health and Environment Committee
November 18, 1999 Public Health and Environment Committee Meeting

Item 3 - File 99-1993

Department: Department of Public Health (DPH)
Population Health and Prevention
Community Substance Abuse Services (CSAS)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention, Community Substance Abuse Services, to accept retroactively and expend a grant in the amount of \$100,000 from the Center for Substance Abuse Treatment, Substance Abuse and Mental Health Services, for a Methadone by Physician Prescription Feasibility Study. The subject resolution states that this grant agreement does not include patent infringement indemnification and false claims clauses.

Grant Amount: \$100,000

Grant Period: September 30, 1999 through September 30, 2000

Source of Funds: Federal Department of Health and Human Services, Center for Substance Abuse Treatment (CSAT), Substance Abuse and Mental Health Services (SAMHSA)

Matching Funds: None

Indirect Costs: \$4,762

Budget:

Salaries and benefits	\$71,292
Consultants	10,000
Operations and equipment	13,946
Indirect costs (@ 5 percent)	<u>4,762</u>
Total	\$100,000

Attachment I, provided by DPH, contains details of the proposed budget.

Description: In February of 1998, the Board of Supervisors requested the Department of Public Health (DPH) to create a program to permit physicians to prescribe methadone for patients addicted to opiates, as an alternative to providing methadone solely in methadone clinics (Resolution 56-98). An interdisciplinary planning group,

BOARD OF SUPERVISORS
BUDGET ANALYST

comprised of providers, community groups and DPH programs, developed a model program to permit physicians to prescribe methadone as a treatment to individuals addicted to opiates. In accordance with the Board's original resolution, DPH is now planning to conduct a feasibility study for the implementation of the proposed program.

Approval of the proposed resolution would authorize the DPH to accept a \$100,000 Federal grant from the Center for Substance Abuse Treatment, Substance Abuse and Mental Health Services, for a feasibility study, to be conducted by DPH, to determine (a) provider interest in participating in the program and (b) the potential cost of the program.

Comment:

1. According to Dr. Alice Gleghorn of DPH, the proposed feasibility study would (a) determine physician, counselor, and pharmacy interest in participation in the physician prescription of methadone program, (b) conduct training sessions for providers to participate in the program, (c) develop a centralized data base, (d) develop quality control and evaluation protocols, and (e) conduct a fiscal analysis of the program.

2. Dr. Gleghorn states that the grant resolution is retroactive to accept these funds because the award notice was received in early September of 1999. According to Dr. Gleghorn, no funds have been expended.

3. According to Dr. Gleghorn, DPH would use the grant funds to hire 1.0 FTE 2802 Epidemiologist and 0.5 FTE 9924 Project Assistant to conduct the feasibility study. The proposed resolution urges the Controller to designate two positions created under the grant as "G" or grant-funded positions, which would terminate when the grant expires.

In addition, Dr. Gleghorn states that DPH would use \$7,000 of the subject grant funds to hire an outside consultant through a Request for Proposal (RFP) to develop and provide training to providers. Dr. Gleghorn states that DPH would also use \$3,000 to hire an outside

consultant through an RFP to develop a database, for a total of \$10,000.

4. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by the Federal Department of Health and Human Services for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

5. The proposed resolution contains a provision that authorizes the Director of Health to enter into similar agreements with CSAT if the grant recurs or is renewed.

6. Attachment II is the Grant Application Information Form, provided by DPH.

7. DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Health to enter into future agreements, similar to the subject Agreement, with the CSAT if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Personnel:	Effort	Annualized Salary	Cost	Category Costs	Total Costs	Hourly Rate
Epidemiologist I - Class 2802	1.0	\$47,164	\$47,164			\$22.68
Benefits @ .25			\$11,791			
Project Assistant - Class 9924	0.5	\$24,674	\$12,337			\$11.68
Subtotal Personnel			\$71,292			
Indirect @ 5%			\$3,565			
Total Personnel				\$74,857	\$74,857	
Operations:						
Equipment						
Desktop Personal Computer			\$3,000			
Operating and Office Software			\$1,000			
SAS License Fee			\$1,200			
Printer			\$500			
Total Equipment				\$5,600		
Consultants						
Curriculum Development/On-site Training			\$7,000			
Centralized Database Development			\$3,000			
Total Consultants				\$10,000		
Supplies						
Office Supplies			\$285			
Postage			\$200			
Express Mail			\$200			
Total Supplies				\$685		
Training Costs						
Space Rental			\$1,400			
Audio Visual			\$1,000			
Manuals			\$2,000			
Meeting Expense			\$500			
Total Training				\$4,900		
Duplication						
Copying of Materials for Committee Distribution			\$200			
Total Duplication				\$200		
Travel						
Local Travel and Parking			\$300			
Travel to CSAT Conference			\$1,400			
Total Travel				\$1,700		
Telephone						
Telephone Line Installation + Usage			\$300			
Long Distance			\$350			
Total Telephone				\$650		
Subtotal Operations				\$23,945		
Operations Indirect @ .05				\$1,197		
Total Operations					\$25,143	
Total Personnel and Operations					\$100,000	

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors _ ..
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Public Health; Population Health and Prevention; Community Substance Abuse Services.
2. Contact Person: Alice Gleghorn, Ph.D. Telephone: 255-3722
3. Project Title: Methadone by Physician Prescription Feasibility Study
4. Grant Source Agency: Center for Substance Abuse Treatment (CSAT) Substance Abuse and Mental Health Services (SAMHSA)
5. Type of Funds: ☒ Federal ___ Federal-State (Pass-Through) ___ State ___ Local ☒ Private

6. Proposed (New/Continuation) Grant Project Summary:

On February 6, 1998, the San Francisco Board of Supervisors passed Resolution No. 56-98 directing the Department of Public Health to create a program to "allow physicians full discretion to treat addiction through prescription methadone." Pursuant to the Board's Resolution, Dr. Mitchell H. Katz, Director of the San Francisco Department of Public Health, directed Barbara Garcia, head of the Community Substance Abuse division of DPH, to convene an interdisciplinary Working Group to design a program for physician prescription of methadone (PPM) to treat opiate dependence in San Francisco. In an eight month planning process, the PPM working group developed a model for the physician prescription of methadone program. The Department of Public Health's next task in responding to the Board of Supervisor's Resolution is to conduct a feasibility study for implementation of the PPM program. This study will determine physician, counselor and pharmacy interest in participation in the PPM, conduct trainings, develop a centralized data base, quality control and evaluation protocols, and conduct a fiscal analysis of the program.

7. Amount of Grant Funding Applied for: \$100,000
8. Maximum Funding Amount Available: \$100,000
9. Required Matching Funds? Yes: ___ No: ☒ Cash or In-kind: _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: Two
11. If new positions are created, explain the disposition of employees once the grant ends?
Position will terminate with the funding.

12. Are indirect costs eligible costs for this grant? Yes: X No:

If yes, please identify the amount of \$ in indirect costs: \$4,762

13. Amount to be spent on contractual services: \$10,000

14. a.) Will contractual services be put out to bid?: Yes: X No:

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Yes

15. Is this likely to be a one-time or ongoing request for contracting out?: One-time

16. Term of Grant: Start-Date: September 15, 1999 End-Date: September 30, 2000

17. Date Department Notified of Available Funds: August 13, 1999

18. Grant Application Due Date: N/A

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): According to standards as set forth in the Agreement, the BCRP Grant Administration Manual, and Office of Management and Budget Circulars Nos. A-122 or A-21, as applicable, and A-110.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health

Signature

Item 4 - File 99-1994

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Community Health Promotion and Prevention, to enter retroactively into a subcontract agreement in the amount of \$66,134 with the Regents of the University of California, the primary contractor, to provide home safety services to San Francisco Seniors. The subject resolution states that this subcontract does not include patent infringement indemnification and false claims clauses.

Subcontract
Amount: \$66,134

Contractor: University of California at San Francisco (UCSF)

Subcontract
Period: September 1, 1999 through February 29, 2000 (six months)

Budget: The summary budget for the proposed subcontract is, as follows:

Personnel

0.8 FTE 2819 Assistant Health Educator	\$28,413	
0.25 FTE 9924 Public Service Aide	4,215	
Fringe benefits @ 27 percent	<u>8,861</u>	
Subtotal		\$41,489

Operations

Equipment	\$ 3,000	
Supplies	4,600	
Travel	945	
Other	<u>7,802</u>	
Subtotal		<u>16,347</u>

Subtotal personnel and operations	\$57,836
Indirect costs (20% of personnel costs)	<u>8,297</u>
Total personnel and operations	\$66,133

BOARD OF SUPERVISORS
BUDGET ANALYST

Attachment I, provided by DPH, contains additional details of the operating budget for the proposed subcontract.

Description:

The proposed resolution would authorize DPH to enter into a subcontract with UCSF to provide home safety modification information and assistance services to senior citizens. UCSF has received a grant from the National Institutes of Health (NIH) to (a) provide home safety modification information and assistance to senior citizens in San Francisco and (b) assess how senior citizens utilize such home safety modification information and assistance. As part of the NIH grant, UCSF would subcontract with DPH to provide the home safety modification information and assistance services.

The Community Home Injury Prevention Program for Seniors (CHIPPS) is a program of DPH Community Health Promotion and Prevention, which provides education services for senior citizens regarding modifications they can make in their homes to improve their safety. The subcontract with UCSF would permit CHIPPS to (a) enhance their home safety modification education services to senior citizens and (b) assist senior citizens in implementing minor home safety modifications. UCSF would provide an assessment of the CHIPPS home safety modification education and assistance program to evaluate why senior citizens make the home safety choices that they make.

Comment:

1. According to Mr. Michael Radetsky of DPH, the NIH grant to UCSF provides for a four-year subcontract with DPH to provide home safety modification education and assistance services.

2. In addition to the subject six-month period from September 1, 1999 through February 29, 2000, Mr. Radetsky reports that UCSF proposes to subcontract with DPH for three additional one-year periods, and for one additional six-month period, for a total period of four years for the subcontract, from September 1, 1999 through August 31, 2003.

3. The proposed resolution contains a provision that authorizes the Director of Health to enter into similar agreements with UCSF if the grant recurs or is renewed.
4. The resolution urges the Controller to designate two positions created under the grant as "G" or grant-funded positions, which would terminate when the grant expires.
5. Mr. Radetsky states that the proposed resolution is retroactive because the fully executed contract was received in late September of 1999, not permitting sufficient time to present the resolution for review by the Board of Supervisors prior to entering into the agreement. Mr. Radetsky reports that no funds have been expended.
6. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by the UCSF for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.
7. According to the proposed resolution, as a condition of receiving the subject subcontract, the DPH has agreed to enter into an agreement with UCSF that would require the City to grant UCSF the royalty-free and nonexclusive right to use the data collected under the contract.
8. Attachment II is the Grant Application Information Form, provided by DPH.
9. DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes

the Director of Health to enter into future agreements, similar to the subject Agreement, with UCSF if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.



City and County of San Francisco
DEPARTMENT OF PUBLIC HEALTH

Willie L. Brown, Jr., Mayor
Mitchell H. Katz, M.D.
Director of Health

POPULATION HEALTH AND PREVENTION
COMMUNITY HEALTH PROMOTION AND PREVENTION BRANCH

November 8, 1999

TO: Budget Analyst
FROM: Michael Radetsky
RE: Detail of Operations portion of UCSF sub-contract for the NIH grant

Equipment:

1 computer and printer	\$3,000.	\$3,000.
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Supplies:

Training Materials	333.	
Printing of Health Ed Materials	3,000.	
Incentives for Program Participants	500.	
Safety/Repair Supplies for Home Modifications	767.	\$4,600.

Travel:

MUNI passes	945.	\$945.
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Other:

Installation of Grab Bars at \$60	2,700.	
Space Expenses - office space for Coordinator and Manager (6 mos)	3,463.	
<u>Stipends for Volunteers</u>	<u>1,639.</u>	<u>\$7,802.</u>

TOTAL Operations costs		\$16,347.
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File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department, Division, & Branch: Public Health, CHP&P
2. Contact Person: Michael Radetsky Telephone: 554-2924
3. Project Title: Safe Houses: Home Modification as Self Care
4. Grant Source Agency: UCSF sub-contract on National Institutes of Health (NIH) grant
5. Type of Funds (Circle): Federal Federal - State (Pass Through) State Local Private
6. Proposed (New/Continuation) Grant Project Summary:
Under the "Safe Houses: Home Modification as Self Care" grant from the NIH, the CHIPPS program in the Health Department will provide, and UCSF researchers from the Division of Medical Anthropology will assess senior utilization of, home safety modification information and assistance to seniors in San Francisco. Targeting seniors in low-income neighborhoods, CHIPPS will offer educational presentations, home safety assessments and assistance with implementing minor home safety modifications, intended to help San Francisco seniors maintain their independence and continued residence in the community.
7. * Amount of Grant Funding Applied For: \$755,865 for 4½ years
8. Maximum Funding Amount Available (at time of application): Not specified
9. Required Matching Funds? (Circle): Yes No Cash In-kind

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

- * The actual grant award to UCSF from NIH is for 4 1/2 years. UCSF will use a portion of the NIH grant to subcontract with DPH to provide the home safety services to seniors. The total length of the proposed subcontract would be 4 years. The first six months of the subcontract would be for \$66,134. This six-month subcontract is the subject of the proposed resolution.

10. Number of new positions created and funded:

1 Assistant Health Educator 2819 (.80 FTE)
1 Public Service Aide 9924 (.25 FTE)

11. If new positions are created, explain the disposition of employee(s) once the grant ends:

These are grant-funded positions which would terminate at the end of the grant. Additionally, the 9924 position is an as-needed position for community outreach, and is expected to be hired on an annual basis, to facilitate outreach into different communities.

12. Are indirect costs eligible costs for this grant? (Circle): Yes: ☒ No: ☐
If yes, please identify the amount of \$s in indirect costs: \$8,297 in 1st 6 mos

13. Amount to be spent on contractual services: \$810 in 1st 6 mos.

14. a.) Will contractual services be put out to bid? (Circle): Yes: ☐ No: ☒
b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? :

15. Is this request for contracting out likely to be: (CircleOne) One Time ☐ Ongoing ☒

16. Term of Grant: Start-Date: 9/1/99 End-Date: 2/29/04

17. Date You Were Notified That This Funding Was Available: 9/15/98

18. Grant Application Due Date: 11/1/98

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

*This Agreement shall become effective September 1, 1999 through February 29, 2000. The Collaborating Institution shall submit a continuation application to the University in the form and time designated by the University. *Collaborating Institution shall be deemed at all times to be an independent contractor and shall be wholly responsible for the manner in which it performs the services required of it by the terms of this Agreement. *The Collaborating Institution will be provided with monthly payments, upon receipt from the Collaborating Institution, in triplicate, of the University's Subcontractor Invoice (Exhibit A).

20. Department Head Approval: Mitchell Katz, M.D., Director of Health
(To be obtained by Grant Manager)

Signature

Item 5 – File 99-2023

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention Division, Community Health Promotion and Prevention, to accept retroactively and expend grant funds in the amount of \$272,846 from the Federal Centers for Disease Control and Prevention for a project entitled Raise African American Infant Survival: Erase Disparity (RAISE) and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken.

Grant Amount: \$272,846

Grant Period: September 29, 1999 through September 28, 2000 (12 months)

Source of Funds: Federal Centers for Disease Control and Prevention

Description The proposed resolution would authorize the Department of Public Health (DPH), Population Health and Prevention Division, Community Health Promotion and Prevention, to accept retroactively and expend grant funds in the amount of \$272,846 from the Federal Centers for Disease Control and Prevention for a project entitled Raise African American Infant Survival: Erase Disparity (RAISE).

Ms. Virginia Smyly of the DPH states that RAISE is a collaborative effort among the DPH's Community Health Promotion and Prevention, various community-based organizations, academic institutions and foundations to (a) collect and analyze data on infant mortality among the African American population in San Francisco and (b) develop a Community Action Plan to identify potential strategies to reduce African American infant mortality in San Francisco.

According to Ms. Smyly, the DPH intends to use \$98,982 of the proposed grant funds of \$272,846 to fund the salaries and fringe benefits of one new FTE Class 2591

Health Program Coordinator II to coordinate the activities of the DPH and the various organizations participating in the project and one new FTE Class 1424 Clerk Typist to provide clerical support to the project. Ms. Smyly states that the two new positions will be hired approximately in mid-December of 1999 and be terminated when the grant expires on September 28, 2000, unless the subject grant is renewed or other funds are obtained. The Budget Analyst recommends that the proposed resolution be amended to designate the two new positions as "G" or "Grant-funded" so that these positions would expire upon termination of the grant.

Ms. Smyly states that Booker T. Washington Community Service Center and University of California, San Francisco's Family Outcomes Project, two non-profit organizations, and Uribe & Associates, a private consultant, would be awarded \$137,034 of the \$272,846 in grant funds on a sole source basis. Of this amount of \$137,034, the DPH would grant \$85,893 to Booker T. Washington Community Service Center to recruit community participants to provide data for RAISE, \$36,141 to the University of California, San Francisco's Family Outcomes Project to develop an evaluation design for the proposed project and \$15,000 to Uribe & Associates to facilitate project planning meetings because (1) all three organizations have unique expertise in their respective fields of work and (2) the granting agency required the DPH to identify a project recruiter, evaluator and facilitator in the grant application prior to the award of the subject grant, according to Ms. Smyly. Attachment I, provided by Ms. Smyly, describes in further detail these contractual services for the proposed project.

Ms. Smyly states that of the remaining \$36,830 in proposed grant funds of \$272,846, the DPH would use \$17,820 for equipment, supplies and travel expenses associated with RAISE and \$19,010 to fund the City's indirect costs associated with administering the subject grant, according to Ms. Smyly.

Budget:

Attachment II, provided by Ms. Smyly of the DPH, contains a budget in the amount of \$253,836 (which does

not include the City's indirect costs of \$19,010) to support the expenditure of the proposed grant funds for RAISE.

Required Match: None

Indirect Costs: \$19,010

Comments:

1. As noted above, the proposed resolution provides for retroactive acceptance of the proposed grant funds. However, according to Ms. Smyly, the DPH has not accepted the subject grant. Therefore, the proposed resolution should be amended to delete reference to retroactivity with respect to acceptance of the proposed grant funds.

2. Ms. Jean Fraser of the City Attorney's Office advises that as a condition of receiving the grant funds, the DPH has agreed to enter into an agreement (the "Agreement") with the Federal Centers for Disease Control that would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City Administrative Code that the Agreement include an indemnification of the City by the Federal Centers for Disease Control for the infringement of patent rights; and, (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City, according to Ms. Fraser.

3. As shown in Attachment II, the amount to be spent on fringe benefits for the one new FTE Class 1424 Clerk Typist position created under the grant is \$3,508. However, according to Ms. Smyly, the actual amount to be spent on such fringe benefits is \$3,435 or \$73 less than the reported amount of \$3,508.

4. Attachment III is the Grant Application Information Form, as prepared by the DPH.

5. As shown in Attachment III, one new position would be created under the grant and \$122,024 of the grant would be spent on contractual services for the proposed project.

BOARD OF SUPERVISORS
BUDGET ANALYST

However, as noted above, the DPH intends to create two new positions under the grant and the amount to be spent on contractual services is \$137,034 or \$15,000 more than the reported amount of \$122,034.

6. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

7. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the Federal Centers for Disease Control if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Recommendations:

1. Amend the proposed resolution to designate the two new positions created under the grant as "G" or "Grant-funded" positions.

2. Amend the proposed resolution to delete reference to retroactivity with respect to acceptance of the proposed grant funds.

3. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into other future agreements, similar to the subject Agreement, with the Federal Centers for Disease Control if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Date: 11/10/99
Sender: Ginger Smyly
To: Gabriel Cabrera
Priority: Normal
Subject: Description of contractor services

Gabe -

Here is the information:

Booker T. Washington Community Service Center; \$85,893;
Hire/coordinate community based planners/outreach workers; provide an office and meeting space, childcare, honorairums and incentives for participants; participate in the community planning.

FHOP/UCSF; \$36,141; Evaluate the planning grant activities; train and provide technical assistance to the community outreach/planners and other project participants; prepare evaluation plan for PHASE 2 implementation.

This is the consultant line:

Uribe & Associates: up to \$15,000; Provide facilitation services for the Phase 1 planning of meetings of the project team, coalition and community planners/citizens; provide training in planning processes and facilitation skills for community outreach/planners and other project participants.

let me know if you need more.

ginger -

**DETAILED BUDGET FOR INITIAL BUDGET PERIOD
DIRECT COSTS ONLY**

FROM
09/01/99

THROUGH
08/31/2000

PERSONNEL (Applicant organization only)		TYPE APPT. (months)	% EFFORT ON PROJ.	INST. BASE SALARY	DOLLAR AMOUNT REQUESTED (omit cents)		
NAME	ROLE ON PROJECT				SALARY REQUESTED	FRINGE BENEFITS	TOTALS
Virginia Smyly	Principal Investigator	12	.05	69,269			
to be identified	Trainer/ Coordin.	12	100	55071	55071	15420	70491
to be identified	Program Assist.	12	100	25056	25056	3508	28564
SUBTOTALS →					80127	18928	98982

CONSULTANT COSTS

Joanna Uribe, Uribe and Mena Associates

15000

EQUIPMENT (Itemize)

Digital camera
Computer and printer

4700

SUPPLIES (Itemize by category)

Office and educational supplies
reproduction and printing
office furniture

6000

TRAVEL Local
In state/ out of state

4220

PATIENT CARE COSTS

INPATIENT

OUTPATIENT

ALTERATIONS AND RENOVATIONS (Itemize by category)

OTHER EXPENSES (Itemize by category)

Software
registration fees for training /conferences
occasional space rental

2900

SUBTOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD

\$ 131,802

CONSORTIUM/CONTRACTUAL
COSTS 122,034

DIRECT COSTS

108,326

FACILITIES AND ADMINISTRATION COSTS

13,708

TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD (Item 7a, Face Page) →

\$253,836

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Public Health; Population Health and Prevention; Community Health Promotion and Prevention
2. Contact Person: Virginia Smyly, MPH, CHES. Telephone: 554-2742
3. Project Title: Raise African American Infant Survival: Erase Disparities (RAISE)
4. Grant Source Agency: Federal Centers for Disease Control and Prevention
5. Type of Funds: ☒ Federal ___ Federal-State (Pass-Through) ___ State ___ Local Private
6. Proposed (New/Continuation) Grant Project Summary:

The "Raise African American Infant Mortality: Erase Disparities" (RAISE) project is a broad based community-public health collaborative to analyze the problem of infant mortality, identify promising interventions feasible and culturally appropriate for San Francisco, and develop a Community Action Plan and evaluation to be considered for further funding by CDC. The Action Plan will be considered for future implementation funding for 2 to 3 years.

7. Amount of Grant Funding Applied for: \$274,924
8. Maximum Funding Amount Available: Not available.
9. Required Matching Funds? Yes: ___ No: ☒ Cash or In-kind: _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: 1

11. If new positions are created, explain the disposition of employees once the grant ends? Once this grant period ends, there may be a continuation grant for up to three years. If not, employees may be retained if other funding is available.

12. Are indirect costs eligible costs for this grant? Yes: ☒ No: ___

If yes, please identify the amount of \$ in indirect costs: \$19,010

13. Amount to be spent on contractual services: \$122,034

14. a.) Will contractual services be put out to bid?: Yes: No: X

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : N/A

15. Is this likely to be a one-time or ongoing request for contracting out?

If the continuation grant is secured this will be a continuing request.

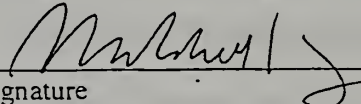
16. Term of Grant: Start-Date: September 29, 1999 End-Date: September 28, 2000

17. Date Department Notified of Available Funds: _____

18. Grant Application Due Date: June 30, 1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Grant Announcement 99064, Racial and Ethnic Approaches to Community Health 2010, Centers for Disease Control, Department of Health and Human Services

20. Department Head Approval: Mitchell Katz, M.D., Director of Health



Signature

Memo to Public Health and Environment Committee
November 18, 1999 Public Health and Environment Committee Meeting

Item 6 - File 99-2077

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health to accept retroactively and expend a grant in the amount of \$49,826 from the State Emergency Medical Services Authority for trauma system evaluation and to enter into an agreement with the State Emergency Medical Services Authority which includes rights in data clauses and does not include patent infringement indemnification and false claims clauses.

Grant Amount: \$49,826

Grant Period: July 1, 1999 to June 30, 2000

Source of Funds: State Emergency Medical Services Authority

Matching Funds: None

Indirect Costs: \$3,666

Budget: The budget is summarized as follows:

<u>Category of Expenditure</u>	<u>Funds</u>
Part-time Trauma Specialist (registered nurse at \$32.52/hr x 780 hours)	\$25,366
As-needed Clerical/Intern Assistance	3,729
Fringe Benefits	7,565
Travel	1,000
Supplies	3,500
Consultant Services	5,000
Total Direct Costs:	\$46,160
Indirect Costs	3,666
TOTAL:	\$49,826

Description: The subject grant would fund an Enhanced Regional Trauma Systems Plan which has four goals:

BOARD OF SUPERVISORS
BUDGET ANALYST

- To enhance the performance of San Francisco General Hospital's Trauma Center.
- To close gaps in the trauma system operated by the San Francisco and San Mateo counties by strengthening the relationship between the two counties' trauma care systems and including community hospitals.
- To evaluate San Francisco's need for emergency medical services delivered by helicopter.
- To develop a Regional Trauma Center Quality Assurance Program for San Francisco and San Mateo counties.

Comments:

1. Ms. Abbie Yant of the DPH states that the grant resolution is retroactive to accept these funds because the award notice was received on October 6, 1999. According to Ms. Yant, no funds have been expended.

2. The resolution urges the Controller to designate one part-time position created under the grant as a "G" or grant-funded position, which would terminate when the grant expires. According to Ms. Yant, this grant-funded Trauma Specialist position would be responsible for reviewing and evaluating the current trauma system, developing a revised trauma systems plan, and working with trauma care experts in San Francisco and San Mateo counties.

3. Ms. Yant states that a consultant will be retained to conduct a feasibility study to determine the optimal location for a helipad for emergency medical services delivered by helicopter in San Francisco. The DPH intends to award the consultant contract on the basis of a Request for Proposal process at an estimated cost of \$5,000.

4. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by the California Department of Health Services for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in

BOARD OF SUPERVISORS
BUDGET ANALYST

the Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

5. According to the proposed resolution, as a condition of receiving the subject grant, the DPH has agreed to enter into an agreement with the State Emergency Medical Services Authority which would require the City to grant the State Emergency Medical Services Authority the royalty-free, nonexclusive, and irrevocable right to use the data developed under the grant agreement.

6. The proposed resolution contains a provision that authorizes the Director of Health to enter into similar agreements with the State Emergency Medical Services Authority if the grant recurs or is renewed.

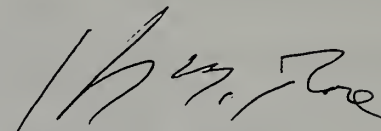
7. A Grant Application Information Form prepared by the DPH is attached.

8. The DPH has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Health to enter into future agreements, similar to the subject grant agreement, with the State Emergency Medical Services Authority if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Memo to Public Health and Environment Committee
November 18, 1999 Public Health and Environment Committee Meeting



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Public Health
2. Contact Person: Abbie Yant Telephone: 554-9970
3. Project Title: Trauma Systems Plan
4. Grant Source Agency: State EMS Authority
5. Type of Funds: ☐ Federal ☐ Federal-State (Pass-Through) ☒ State ☐ Local ☐ Private
6. Proposed (New/Continuation) Grant Project Summary:
The Enhanced Regional Trauma System Project is designed to address a number of current issues facing an established trauma care center and system in the City and County of San Francisco. Project staff will work with trauma care experts in San Francisco and San Mateo counties to strengthen and possibly formalize the relationship between the two counties trauma care systems. A number of ad hoc and advisory committees will oversee the project and provide guidance. In addition, the community hospitals will have an opportunity to participate in trauma care review of the patients they occasionally receive.
7. Amount of Grant Funding Applied for: \$50,000
Awarded \$49,826
8. Maximum Funding Amount Available: \$50,000
9. Required Matching Funds? Yes: ☐ No: ☒ Cash or In-kind: _____
If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: PT per diem RN
11. If new positions are created, explain the disposition of employees once the grant ends?
Part-time employment will be terminated.

12. Are indirect costs eligible costs for this grant? Yes: X No:

If yes, please identify the amount of \$ in indirect costs: \$3,665.97

13. Amount to be spent on contractual services: \$5,000

14. a.) Will contractual services be put out to bid? Yes: No: X NA:

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? :

15. Is this likely to be a one-time or ongoing request for contracting out? One time

16. Term of Grant: Start-Date: July 1, 1999

End-Date: June 30, 2000

17. Date Department Notified of Available Funds: Award letter received June 2, 1999. Signed contract received pending.

18. Grant Application Due Date: February 26, 1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Selected through competitive RFP process.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health

Signature



City and County of San Francisco

Meeting Minutes

Public Health and Environment Committee

Members: *Supervisors Sue Bierman, Amos Brown and Michael Yaki*

Clerk: *Gregoire Hobson*

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Thursday, December 09, 1999

1:00 PM

City Hall, Room 263

Regular Meeting

Members Present: Sue Bierman, Amos Brown, Michael Yaki.

DOCUMENTS DEPT.

MEETING CONVENED

The meeting convened at 1:09 p.m.

JAN 24 2001

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CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

992037 [Authorizing an agreement with Delta Dental Plan of California to provide dental care to clients enrolled in the Delta Dental Healthy Families insurance program]

Resolution authorizing the Department of Public Health, Community Health Network, to enter into a participating provider agreement with the Delta Dental Plan of California to provide dental treatment services to clients enrolled in the Delta Dental Healthy Families insurance program, which includes a binding arbitration clause and which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

11/2/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

RECOMMENDED..

992078 [Authorizing grant for the evaluation of screening males for Chlamydia Trachomatis infection]

Resolution authorizing the Department of Public Health, Population Health and Prevention, to accept retroactively and expend a grant in the amount of \$257,053 from the Centers for Disease Control and Prevention for the evaluation of screening males for Chlamydia Trachomatis and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken. (Department of Public Health)

11/8/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

RECOMMENDED..

992102 [Approving a subcontract with the University of California to designate the Project Director of the HIV Drug Access Study]

Resolution authorizing the Department of Public Health, the collaborating institution responsible for the scientific conduct of the "HIV Drug Access Study" to enter into a subcontract in the amount of \$14,149 with the University of California, the primary contractor, which does not include patent infringement indemnification and false claims clauses; retroactive to February 24, 1999. (Department of Public Health) 11/10/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

RECOMMENDED..

992175 [Grant funds to be used for family strengthening project for Pilipino community, to deliver best practices in effective parenting and family programs in order to reduce/prevent substance abuse]

Resolution authorizing the Department of Public Health, Population Health and Prevention, Community Mental Health Services, to accept retroactively and expend a grant in the amount of \$96,123 from the Department of Health and Human Services, SAMHSA, for a family strengthening project and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken; waiving indirect costs. (Department of Public Health)

11/23/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

RECOMMENDED..

992189 [Continuing grant for Metropolitan Medical Response System, to develop plans directed at early recognition of mass immunization/prevent spread of disease, mass patient care, fatality management and environmental surety]

Resolution authorizing the Department of Public Health, Community Health and Safety Services, Emergency Medical Services, to accept retroactively and expend a grant in the amount of \$200,000 from the Department of Health and Human Services to continue the development of the Metropolitan Medical Response System and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken; waiving indirect costs. (Department of Public Health)

11/23/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

RECOMMENDED..

The foregoing items were acted upon by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

SEVERED FROM CONSENT AGENDA

992105 [Accepting a grant to be used for education materials for "Save Money and the Environment Too" waste prevention campaign]

Resolution authorizing the City Administrator of the City and County of San Francisco to accept and expend \$5,000.00 from the California Integrated Waste Management Board. (Administrative Services Department) 11/10/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Speakers: None. Amended on lines 2 and 12, after "accept," by adding "retroactively."

AMENDED.

Resolution authorizing the City Administrator of the City and County of San Francisco to accept, retroactively, and expend \$5,000.00 from the California Integrated Waste Management Board. (Administrative Services Department)

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

REGULAR AGENDA

992187 [Lead Abatement Program]

Supervisor Bierman

Hearing to consider the status of the Department of Recreation and Park lead abatement program.

12/6/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee. With request it be considered at the December 9, 1999 meeting.

Heard in Committee. Speakers: Jeffrey Bramlett, Safety Officer, Occupational Environment, Health and Safety Program, Recreation and Park Department; Neil Gendel, Healthy Children Organizing Project.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

992000 [Integrated Pest Management Program]

Supervisor Katz

Ordinance amending Administrative Code Sections 39.2, 39.5, 39.6, 39.7 and 39.8 which established the Integrated Pest Management program to exclude antimicrobial agents from coverage under the chapter; to revise posting, notification, record keeping and reporting requirements; and to clarify exemptions, including exemptions for reduced risk pesticides and to add exemptions.

(Amends Sections 39.2, 39.5, 39.6, 39.7 and 39.8.)

10/25/99, ASSIGNED UNDER 30 DAY RULE to Public Health and Environment Committee, expires on 11/24/1999.

Heard in Committee. Speakers: Billy Blattner, Legislative Aide to Supervisor Katz; Debbie Raphael, Department of the Environment.

RECOMMENDED by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

992062 [Recycling and reuse of computers, monitors, televisions and other electronic equipment]

Supervisor Becerril

Hearing to consider ways to increase the recycling and reuse of computers, monitors, televisions and other electronic equipment; to assess current City programs and successful programs in other cities and counties that divert electronic waste products; to assess the role of non-profits and the private sector in recycling; to increase public awareness of City recycling programs; and to address public outreach and education.

11/1/99, RECEIVED AND ASSIGNED to Public Health and Environment Committee.

Heard in Committee. Speakers: Supervisor Becerril; David Assmann, City of San Francisco Recycling Program; Kevin Drew, San Francisco Community Recyclers; Emily Miggins, Sunset Scavenger Program; Warren Puckett, HMR; Roland Willis, Community Computer Center; Terry Fitzpatrick, Goodwill Industries; Doug Jones, Executive Director, Community Computer Center.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Bierman, Brown, Yaki

ADJOURNMENT

The meeting adjourned at 2:36 p.m.

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

DOCUMENTS DEPT.

December 7, 1999

DEC - 8 1999

TO: *Public Health and Environment Committee*

FROM: *Budget Analyst*

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PUBLIC LIBRARY

SUBJECT: *December 9, 1999 Public Health and Environment Committee Meeting*

Item 1 - 99-2037

Department: Department of Public Health

Item: Resolution authorizing the Department of Public Health (DPH), Community Health Network to enter into a Participating Provider Agreement with the Delta Dental Plan of California to provide dental treatment services to individuals enrolled in the Delta Dental Healthy Families Insurance Program, which includes a binding arbitration clause and which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken.

Ms. Samantha Stephen of the DPH states that the Delta Dental Plan of California operates the Delta Dental Healthy Families Insurance Program. Under the proposed agreement with the Delta Dental Plan of California, the DPH's Community Health Network would provide enrollees of the Delta Dental Healthy Families Insurance Program with dental treatment services. Enrollees of the Delta Dental Healthy Families Insurance Program are not required to be DPH clients, according to Ms. Stephen.

Description:

The proposed resolution authorizes the Department of Public Health (DPH), Community Health Network to enter into a Participating Provider Agreement with the Delta Dental Plan of California, a non-profit organization, for DPH's Community Health Network to provide dental treatment services to enrollees of the Delta Dental Healthy Families Insurance Program.

As noted above, the Delta Dental Plan of California operates the Delta Dental Healthy Families Insurance Program and under the proposed agreement with Delta Dental of California, the DPH's Community Health Network would provide enrollees of the Delta Dental Healthy Families Insurance Program with dental treatment services. The DPH's Community Health Network would in turn charge the Delta Dental Plan of California for the DPH's Community Health Network's costs to provide such dental treatment services to enrollees of the Delta Dental Healthy Families Insurance Program.

Attachment I, provided by Ms. Stephen, contains a list of the dental treatment services and the fees charged by the DPH's Community Health Network to the Delta Dental Plan of California. According to Ms. Stephen, such fees recover all of DPH's Community Health Network costs.

If this legislation is approved by the Board of Supervisors, the proposed agreement would continue indefinitely unless terminated by the DPH or the Delta Dental Plan of California.

Ms. Anne Okubo of the DPH advised the Budget Analyst that the DPH's Community Health Network began offering such dental treatment services to enrollees of the Delta Dental Healthy Families Insurance Program since November of 1998.

Attachment II is a memorandum, provided by Ms. Okubo, which explains why the DPH's Community Health Network has provided, but has not yet billed, the Delta Dental Plan of California for dental treatment services to enrollees of the Delta Dental Healthy Families Insurance since November of 1998. The Budget Analyst notes that

BOARD OF SUPERVISORS
BUDGET ANALYST

the DPH entered into this action without first obtaining approval from the Board of Supervisors of the subject proposed resolution authorizing the required Participating Provider Agreement between the DPH and the Delta Dental Plan of California.

Ms. Stephen states that the DPH's Community Health Network's actual costs to provide such dental treatment services to enrollees of the Delta Dental Healthy Families Insurance Program since November of 1998 are not readily available. Attachment III is a memorandum from Ms. Stephen stating that the estimated costs to provide the dental treatment services for the 12 month-period from November of 1998 through November of 1999 total \$100,000 (based on approximately 1,000 billings at approximately \$100 per invoice). Ms. Stephen further states that when the DPH enters into the subject proposed Participating Provider Agreement with the Delta Dental Plan of California upon approval of this resolution by the Board of Supervisors, the DPH's Community Health Network will retroactively bill the Delta Dental Plan of California for its actual costs owed by the Delta Dental Plan of California to DPH.

Comments:

1 Ms. Anne Okubo of the DPH anticipates that approximately \$100,000 in back fees will be charged to and collected from the Delta Dental Plan of California for the provision of dental treatment services to the enrollees of the Delta Dental Healthy Families Insurance Program for the 12 month-period period from November of 1998 through November of 1999. In addition, Ms. Okubo anticipates that approximately \$58,300 will be collected from the Delta Dental Plan of California for the provision of such services during the seven-month period from December of 1999 through June of 2000. Ms. Okubo states that both the back fees of \$100,000 and anticipated fees of \$58,300 will be accounted for in the DPH's Other Patient Revenues account in FY 1999-2000.

2. According to Ms. Kathy Murphy of the City Attorney's Office, as a condition of entering into the subject Participating Provider Agreement (the "Agreement") with the Delta Dental Plan of California, the City agreed to

submit all claims (i.e. disputes) arising out of the Agreement to binding arbitration.

3. Ms. Murphy also advises that the Agreement would require the City to waive (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the Agreement include an indemnification of the City by the Delta Dental Plan of California for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the Agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Murphy, these requirements apply when the City purchases goods or services, not when the City receives funds from a contract agreement. Therefore, the waivers in this case are standard and pose minimal risk to the City, according to Ms. Murphy.

4. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into other future agreements, similar to the subject agreement, with the Delta Dental Plan of California without obtaining subsequent approval by the Board of Supervisors.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since the Director of Public Health would be authorized to enter into other future agreements, similar to the subject agreement, with the Delta Dental Plan of California, without obtaining subsequent approval by the Board of Supervisors.

Post-it* Fax Note	7671	Date
To	Dabriel Cabrera	
City/Dept.	Board of Super. Bd. Co.	
Phone #	554-7642	Phor
Fax #	552-0461	Fax:

Section 4

Page 4-42

DENTI-CAL SCHEDULE OF MAXIMUM ALLOWANCES

Effective April 10, 1998

1. Fees payable to providers by Denti-Cal for covered services shall be LESSER of:
 - a. the fee charged by the provider
 - b. the charges for dental services shall be reimbursed in accordance with the Department of Health Services maximum reimbursement rates as follows
 - c. the maximum allowance set forth in the schedule below
2. Procedures limited to children (under age 18) are indicated by an asterisk(*).
3. Refer to your Denti-Cal Handbook for specific procedure instructions and program limitations.

Procedure number	Procedure	Maximum Allowance (\$)
Visits - Diagnostic (000-199)		
010	Examination, initial episode of treatment only	25.00
015	Examination, periodic (annual)	9.35
020	Office visit during regular office hours for treatment and observation of injuries to the teeth and supporting structures	11.68
030	Professional visit after regular office hours, or to bedside	17.50
035	Hospital Care	35.02
040	Specialists Consultation	17.50
045	Pit and Fissure Dental Sealants for Permanent First Molars, to age twenty-one (21)	15.00
046	Pit and Fissure Dental Sealants for Permanent Second Molars, to age twenty-one (21)	15.00
049*	Prophylaxis, beneficiaries through age 12	30.00
050	Prophylaxis, beneficiaries age 13 years and older	40.00
061*	Prophylaxis, including topical application of fluoride—beneficiaries age 5 and under	30.00
062*	Prophylaxis, including topical application of fluoride—beneficiaries age 6 through 17	40.00
080	Emergency Treatment, palliative	45.00
110	Intraoral periapical, single, first film	10.00
111	Intraoral periapical, each additional film (maximum 10 films)	3.00
112	Intraoral, complete series consisting of at least 14 periapical films plus bitewings	45.00
113	Intraoral, occlusal, each film	7.00
114	Extraoral, single, head or lateral jaw	20.19
115	Extraoral, each additional, head or lateral jaw	4.07
116	Bitewings, two films	10.00
117	Bitewings, four films	16.20
118	Bitewing, anterior, one film	1.50
119	Photograph or slide, first	5.25

Procedure Number	Procedure	Maximum Allowance (\$)
120	Photograph or slide, each additional (maximum 5)	1.50
125	Panographic-type film, single film	11.94
150	Bopsy of oral tissue	29.18
160	Gross and microscopic histopathological report	23.34
Oral Surgery (200-299)		
200	Removal of erupted tooth, uncomplicated, first tooth	45.00
201	Removal of erupted tooth, uncomplicated, each additional tooth	33.00
202	Removal of erupted tooth, surgical	85.00
203	Removal of root or root tip, completely covered by bone	40.83
204	Removal of root or root tip, not completely covered by bone	29.18
220	Postoperative visit, complications (e.g. osteitis)	7.00
230	Removal of impacted tooth—soft tissue	100.00
231	Removal of impacted tooth—partially bony	135.00
232	Removal of impacted tooth—completely bony	165.00
250	Alveoleplasty per quadrant, edentulous	40.86
252	Alveoleplasty per quadrant, in conjunction with extractions	23.34
255	Vestibuloplasty, submucosal resection (not to include grafts)	312.76
256	Alveoleplasty with ridge extension, secondary epithelialization (per arch)	58.37
257	Removal of palatal exostosis (torus)	58.37
258	Removal of mandibular exostosis (torus) per quadrant	48.04
259	Excision of hyperplastic tissue (per arch)	46.70
260	Incision and drainage of abscess, intraoral	17.50
261	Incision and drainage of abscess, extraoral	29.18
262	Excision pericoronal gingiva, operculectomy	17.50
263	Siobolthotomy intraoral	58.37
264	Siobolthotomy extraoral	233.47
265	Closure of salivary fistula	87.56

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Procedure Number	Procedure	Maximum Allowance (\$)
266	Dilation of salivary duct	29.18
267	Reduction of tuberosity, unilateral	29.18
269	Excision of benign tumor, up to 1.25 cm	29.18
270	Excision of benign tumor, larger than 1.25 cm	58.37
271	Excision of malignant tumor	116.73
273	Reimplantation and/or stabilization of accidentally evulsed or displaced permanent tooth and/or alveolus	140.08
275	Transplantation of tooth or tooth bud	116.73
276	Removal of foreign body from bone (independent procedure)	52.52
277	Radical resection of bone for tumor with bone graft	904.97
278	Maxillary sinusotomy for removal of tooth fragment or foreign body	116.73
279	Oral-antral fistula closure	99.23
280	Excision of cyst, up to 1.25 cm	40.86
281	Excision of cyst, over 1.25 cm	87.55
282	Sequestrectomy	46.70
285	Condylectomy of mandible, unilateral	703.71
289	Menisectomy of temporomandibular joint, unilateral	703.71
290	Excision of foreign body, soft tissue	23.34
291	Frenectomy, or frenotomy, separate procedure	40.86
292	Suture of soft tissue wound or injury	24.52
294	Injection of sclerosing agent into temporomandibular joint	35.02
295	Injection of trigeminal nerve branches for destruction	58.37
296	Surgical exposure of impacted or unerupted tooth to aid eruption, soft tissues	23.34
297	Surgical exposure of impacted or unerupted tooth to aid eruption, partially bony	35.02
298	Surgical exposure of impacted or unerupted tooth to aid eruption, completely bony or ectopic eruption	52.52
299	Unlisted surgical service or procedure	By Report
Drugs and Anesthesia (300-400)		
300	Injectable drugs	5.83
301	Conscious sedation relative analgesia (nitrous oxide) per visit	11.68
400	General anesthesia	23.16
Periodontics (450-499)		
451	Emergency treatment (periodontal abscess, acute periodontitis, etc.)	55.00
452	Subgingival curettage and root planing per treatment	200.00
453	Occlusal adjustment (limited) per quadrant (minor) spot grinding)	23.34
472	Gingivectomy or gingivoplasty per quadrant	81.70
473	Osseous and mucogingival surgery per quadrant	95.23
474	Gingivectomy, or gingivoplasty, treatment per tooth (fewer than six teeth)	17.50
Endodontics (500-599)		
501	Therapeutic pulpotomy	17.50

Procedure Number	Procedure	Maximum Allowance (\$)
502	Vital pulpotomy	17.50
503	Recalcification, includes temporary restoration, per tooth	16.34
511	Anterior root canal therapy	275.00
512	Bicuspid root canal therapy	260.00
513	Molar root canal therapy	330.00
530	Apicoectomy—surgical procedure in conjunction with root canal filling	134.25
531	Apicoectomy (separate surgical procedure), per tooth	72.38
534	Apexification/apexogenesis (therapeutic apical closure), per treatment	13.65

Restorative Dentistry (600-679)**Amalgam Restorations**

600*	One surface, primary tooth	33.00
601*	Two surfaces, primary tooth	41.00
602*	Three surfaces, primary tooth	48.00
603*	Four or more surfaces, primary tooth (maximum)	55.00
611	One surface, permanent tooth	39.00
612	Two surfaces, permanent tooth	48.00
613	Three surfaces, permanent tooth	57.00
614	Four or more surfaces, permanent tooth (maximum)	60.00

Silicate, Composite, Plastic Restorations

640	Silicate cement restoration	0.00
641	Silicate restorations, two or more in a single tooth (maximum)	0.00
645	Composite or plastic restoration	55.00
646	Composite or plastic restorations two or more in a single tooth (maximum)	80.00
648	Pin retention (per pin) maximum three pins per tooth	31.00

Crowns

650	Crown, plastic (laboratory processed)	105.06
651	Crown, plastic with metal	134.25
652	Crown, porcelain	140.08
653	Crown, porcelain fused to metal	330.00
660	Crown, cast, full	340.00
663	Crown, cast, three quarters	116.73
670*	Crown, stainless steel (primary)	75.00
671	Crown, stainless steel (permanent)	90.00
672	Cast metal dowel post	75.00

Prosthetics (680-799)**Pontics**

680	Fixed bridge pontic, cast metal	105.06
681	Fixed bridge pontic, slotted facing	105.06
682	Fixed bridge pontic, slotted pontic	110.90
692	Fixed bridge pontic, porcelain fused to metal	157.58
693	Fixed bridge pontic, plastic processed to metal	122.57

Recementation

685	Recement inlay, facing, pontic	33.00
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Procedure Number	Procedure	Maximum Allowance (\$)
686	Recement crown	30.00
687	Recement bridge	50.00
Repairs, Crown and Bridge		
690	Repair fixed bridge	By Report
694	Replace broken tru-ponic	17.50
695	Replace broken facing, post intact	14.01
696	Replace broken facing, post backing broken	23.34
Removable Prosthodontics		
700	Complete maxillary denture	400.00
701	Complete mandibular denture	400.00
702	Partial upper or lower denture with two assembled chrome cobalt wrought or cast chrome cobalt clasps with occlusal rests and necessary teeth, acrylic base	191.28
703	Partial upper or lower denture with cast chrome cobalt skeleton, two cast clasps, and necessary teeth	400.00
704	Clasps, third and each additional, clasp for Procedure 703	35.00
705	Stress breakers, extra	29.18
706	Partial upper or lower stayplate, acrylic—base fee, teeth and clasps extra	150.00
708	Partial upper or lower denture, all acrylic with two assembled chrome cobalt wrought clasps having two clasp arms, but no rests, and necessary teeth	175.11
709	Clasp, third and each additional for Procedure 708	14.01
712	Clasp, third and each additional for Procedure 702	17.50
716	Clasp or teeth, each for Procedure 705	22.00
720	Denture adjustment, per visit	11.88
721	Refine—office, cold cure	44.28
722	Refine—laboratory processed	140.00
723	Tissue conditioning, per denture	35.02
724	Denture duplication ("jump," "reconstruction") denture base including necessary tooth replacement, per denture	150.00
Repairs, Dentures, Acrylic		
750	Repair broken denture base only (complete or partial)	45.00
751	Repair broken denture and replace one broken denture tooth	65.00
752	Each additional denture tooth replaced on 751 repair (maximum two)	15.00
753	Replace one broken denture tooth only (complete or partial)	50.00
754	Each additional denture tooth replaced on 753 repair (maximum two)	15.00
755	Adding first tooth to partial denture to replace newly extracted natural tooth	45.86
756	Each additional natural tooth replaced on 755 repair (maximum two)	15.17

Procedure Number	Procedure	Maximum Allowance (\$)
757	Add a new or replace a broken chrome cobalt assembled wrought clasp with two clasp arms and no rest to an existing 702 partial denture	48.38
758	Each additional new or replacement clasp for repair 757 (maximum two)	48.38
759	Add a new or replace a broken chrome cobalt assembled wrought clasp with two clasp arms and no rest to an existing 708 partial denture	38.38
760	Each additional new or replacement clasp for repair 759 (maximum two)	38.36
761	Reattaching clasp on partial denture, clasp intact, each (maximum two)	29.18
762	Add a new or replace a broken cast chrome cobalt clasp with two clasp arms and rest to an existing 703 partial denture	52.52
763	Each additional new or replacement clasp for repair 762 (maximum two)	52.52

Space Maintainers (800-899)

800	Fixed, unilateral band type (including band)	56.37
801	Removable, plastic, with two stainless steel round wire clasps or rests	64.20
802	Each additional clasp or rest (for 801 only)	11.68
811	Fixed, unilateral stainless steel crown type (including crown, Procedure 670 or 671)	81.70
812	Fixed, bilateral, lingual or palatal bar type	145.93
832	Fixed or removable appliance to control harmful habit	70.05

Fractures and Dislocations (900-949)

(Includes usual follow-up care)

900	Maxilla, open reduction, simple	469.14
901	Maxilla, closed reduction, simple	273.56
902	Mandible, open reduction, simple	525.53
903	Mandible, closed reduction, simple	312.76
904	Maxilla, closed reduction, compound	371.40
905	Maxilla, open reduction, compound	625.53
906	Mandible, closed reduction, compound	371.40
907	Mandible, open reduction, compound	625.53
913	Reduction of dislocation of temporomandibular joint	62.55
915	Treatment of malar fracture, simple, closed reduction	195.18
916	Treatment of malar fracture, simple or compound depressed, open reduction	371.40

Unlisted Procedures

999

Fees to be determined by Report

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**DENTI-CAL SCHEDULE
OF MAXILLOFACIAL DENTAL SERVICES**

Effective August 1, 1989

1. Fees payable to providers by Denti-Cal for covered services shall be the LESSER of:
- the fee charged by the provider
 - maximum allowances or
 - the maximum allowance set forth in the schedule below

Procedure Number	Procedure	Maximum Allowance (\$)
Diagnostic Services		
950	Clinical examination and consultation, including study models	51.99
952	Prosthetic evaluation and treatment plan, including study models	74.33
955	TMJ series radiographs	81.34
956	Cephalometric head film, single, first film, including tracing	22.48
957	Cephalometric head film, each additional film, including tracing	4.56
Maxillofacial Prosthetic Services		
960	Speech appliance, transitional, with or without pharyngeal extension	593.76
962	Speech appliance, permanent, edentulous, with or without pharyngeal extension	1115.78
964	Speech appliance, permanent, partially edentulous, cast framework, with or without pharyngeal extension	1190.11
966	Palatal lift, interim	595.07
968	Palatal lift permanent, cast framework	1115.78
970	Obturator, immediate surgical routine	669.52
971	Obturator, immediate surgical complex	892.66
972	Obturator, permanent, complex	1190.11
973	Resection prosthesis, permanent, edentulous, complex	1190.11
974	Resection prosthesis, permanent, edentulous, routine	1041.46

Procedure Number	Procedure	Maximum Allowance (\$)
975	Resection prosthesis, permanent, partially edentulous, complex	1338.92
976	Repositioner, mandibular, two piece	1785.33
977	Removable facial prosthesis	By Report
978	Spints and stents	By Report
979	Radiation therapy fluoride carrier	59.00
980	Repairs, maxillofacial prosthesis	By Report
981	Rebase laboratory processed, maxillofacial prosthesis	By Report
982	Balancing (opposing) maxillofacial prosthesis	By Report

Maxillofacial Surgical Procedures

985	Maxillofacial surgical procedures	By Report
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**Temporomandibular Joint
Dysfunction Management**

990	Occlusal analysis, including report and/or models	89.81
992	Occlusal adjustments, limited centric and excursive adjustments, including records and/or models	44.96
994	Occlusal balancing, altering centric relation, including records and/or models	238.59
995	Orthopedic stabilizing appliance, disocclusion splint	210.48
996	Postoperative visits, symptomatic care and counseling	36.52
998	Unlisted therapeutic service	By Report

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**DENTI-CAL SCHEDULE OF CLEFT PALATE
ORTHODONTIC SERVICES**

Effective January 1, 1994

1. Reimbursement for orthodontic dental services in the treatment of handicapping malocclusion and cleft palate deformities shall be the usual charge to the general public, not to exceed the maximum reimbursement rate listed.
2. Maximum allowances:

Procedure Number	Procedure	Maximum Allowance (\$)
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Malocclusion Cases

551	Initial Orthodontic Examination/Handicapping Labio-Lingual Deviation Index	9.35
552	Banding and materials	488.38
554	Per treatment visit—24 months maximum. One visit maximum per calendar month	58.61
556	Quarterly—observation—6 quarters maximum	38.99
557	Diagnostic work-up and photographs	41.97
558	Study models	26.00

Cleft Palate Cases**Primary Dentition**

560	Diagnostic work-up, photographs and study models (complete mouth series radiographs, procedure code 112, and cephalometric head films, procedure codes 956 and 957 including tracing, are separately payable at State fee schedule)	77.97
562	Banding and materials	146.32
564	Per treatment visit—10 visits maximum. One visit maximum per calendar month	29.37

Mixed Dentition

570	Banding and materials	244.18
572	Per treatment visit—14 visits maximum. One visit maximum per calendar month	38.99

Permanent Dentition

580	Banding and materials	390.25
582	Per treatment visit—30 visits maximum. One visit maximum per calendar month	58.61

Procedure Number	Procedure	Maximum Allowance (\$)
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Facial Growth Management

590	Diagnostic work-up, photographs and study models (complete mouth series radiographs, procedure code 112, and cephalometric head films, procedure codes 956 and 957 including tracing, are separately payable at State fee schedule)	77.97
592	Quarterly observation, maximum 6 quarters	19.49
594	Progress records prior to treatment	77.97
596	Banding and materials	488.38
598	Per treatment visit—24 visits maximum. One visit maximum per calendar month	58.61

Malocclusion, Cleft Palate and Facial Growth Management Cases — Retention

556	Quarterly—observation—6 quarters maximum	38.99
559	Retainer, removable, for each upper and lower	140.34



MEMORANDUM

Date: November 22, 1999

To: Harvey Rose
Budget Analyst

From: Anne Okubo
Budget Manager

Subject: Participating Provider Agreement with Delta Dental

This memo is in response to your request for information explaining why the Department of Public Health, Community Health Network (CHN) has provided dental treatment services to enrollees of the Healthy Families program through Delta Dental.

Beginning in July 1998, the State of California introduced a new health insurance program for children in families that are not eligible for Medi-Cal. This program, Healthy Families, provides both health and dental benefits. Delta Dental Plan of California is the healthcare service plan designated by the State to reimburse for eligible dental services under the Healthy Families program. In November 1998, the CHN began providing dental services to patients enrolled in the Healthy Families program with the understanding that reimbursement for these services would be retroactive upon approval of a provider agreement. The CHN is now requesting approval of the proposed agreement with Delta Dental to be a participating provider and to be reimbursed for eligible dental services. Reimbursement will be retroactive to November 1998. The CHN is currently a participating provider for health services under the Healthy Families program.

The Community Health Network has provided dental services in four primary care health centers for a number of years. These services are provided to patients that have government-sponsored health insurance such as Medi-Cal, as well as uninsured and indigent patients. Creation of the Healthy Families program has extended health insurance to eligible children, most of whom were previously uninsured. Approval of the Delta Dental provider agreement will allow the CHN to receive reimbursement for dental services that were previously unreimbursed.

M E M O R A N D U M

DATE: November 18, 1999
TO: Budget Analyst
FROM: Samantha Stephen, Dental Director
RE: Delta Dental Healthy Families Contract

The approximation of annual revenues for the Department of Public Health providing dental services to low-income children under this Healthy Families Dental contract is determined to be \$100,000. This estimate was arrived at by determining that approximately 1,000 invoices were generated from November 1998 until November 1999 at about \$100 per invoice. This amount will be billed retroactively and this information is also used to estimate each future year's billing. However, as this program grows and outreach efforts revenues may continue to increase.

For further information please contact me at 554-2873.

Memo to Public Health and Environment Committee
December 9, 1999 Public Health and Environment Committee Meeting

Item 2 - File 99-2078

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention, to accept retroactively and expend a grant in the amount of \$257,053 from the Federal Centers for Disease Control and Prevention to support a study, evaluating the screening of males for chlamydia trachomatis. The subject resolution states that this grant agreement does not include patent infringement indemnification and false claims clauses.

Grant Amount: \$257,035

Grant Period: September 30, 1999 through September 29, 2000

Source of Funds: Federal Centers for Disease Control and Prevention (CDC)

Matching Funds: None

Indirect Costs: \$20,944

Budget: The summary budget for the proposed grant is as follows:

Salaries	\$104,719	
Benefits	<u>27,227</u>	
Total Salaries and Benefits		131,946
Supplies		33,700
Travel		5,784
Other		<u>64,679</u>
Subtotal		236,109
Indirect Costs		<u>20,944</u>
Total		\$257,053

Attachment I, provided by DPH, contains further budget details.

Description: The Department of Public Health (DPH) was awarded a grant by the Centers for Disease Control and Prevention (CDC) to support a two-year study to evaluate men with chlamydia infection. DPH is currently conducting a demonstration project to determine if screening men for

BOARD OF SUPERVISORS
BUDGET ANALYST

chlamydia infection is a cost-effective method to prevent chlamydia infection in their female partners. The subject grant funds would be used to (a) expand the demonstration screening project, and (b) conduct a follow-up study of the demonstration project to determine men's risk factors for chlamydia infection and behavioral changes to prevent infection.

Approval of the proposed resolution would authorize DPH to retroactively accept and expend Federal grant funds from CDC in the amount of \$257,053 to conduct the subject study.

Comment:

1. According to Ms. Charlotte Kent of DPH, the subject grant is for one year of a two-year grant period. Ms. Kent states that second year funding is contingent upon satisfactory scientific progress during the first year.
2. As explained in Attachment I, the proposed grant would fund 2.5 new positions. In addition, Attachment I shows that in-kind services would be performed by six existing City positions. Of the six existing positions, three positions (Principal Investigator, Co-Investigator, and Community Based Services Coordinator) are permanent City positions and the remaining three (Interviewer, Supervisor, and Epidemiologist) are funded by other grants.
3. The resolution urges the Controller to designate the 2.5 new positions created under the subject grant as "G" or grant-funded positions, in order that such positions are terminated when the grant expires.
4. According to Ms. Kent, the grant resolution is retroactive to accept these funds because the award notice was received on October 5, 1999. Ms. Kent states that, because the term of the grant is from September 30, 1999, through September 29, 2000, DPH was unable to obtain Board of Supervisors approval to accept the funds until after the receipt of the award and the start of the grant term. Ms. Kent advises that no funds have been expended.

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BUDGET ANALYST

5. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by the CDC for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

6. The proposed resolution contains a provision that authorizes the Director of Health to enter into similar agreements with CDC if the grant recurs or is renewed.

7. Attachment II is the Grant Application Information Form, provided by DPH.

8. DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Health to enter into future agreements, similar to the subject grant Agreement, with CDC if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Asymptomatic Chlamydia Grant Budget Justification
Year 1

A. PERSONNEL.....\$131,946

Salaries-----\$104,719

1.0 Principal Investigator (Jeff Klausner, MD., MPH)-----5% effort

This position will be responsible for ensuring that the goals and objectives of the Project are met. He will plan all study activities, provide the scientific leadership necessary to ensure the success of the project and have overall responsibility for data analysis and publication.

1.0 Co-Investigator (Charlotte Kent, MPH)-----15% effort

This position will be responsible for overseeing and coordinating the day to day activities of the study. She will design the study questionnaire and all related forms, supervise the study worker and data entry clerk, act as the liaison between the STD Program and the DPH Lab, assist in program evaluation and data analysis and publication and present study findings at community meetings.

1.0 Interviewer (Sharon Penn) ----- 50% effort

This position will be responsible for interviewing asymptomatic males diagnosed with chlamydia at study sites and investigating their sexual partners. She will also be responsible for working closely with the Study Coordinator to ensure that they are aware of these clients so that they can approach them about enrollment into the longitudinal research project.

1.0 Supervisor (Christine Geoghegan)-----15% effort

This position will be responsible for supervising the Study Interviewer, reviewing their interviews and investigations and working closely with the Co-Investigator and Study Coordinator to maximize study enrollment.

1.0 Epidemiologist (Robert Kohn)-----5% effort

This position will be responsible for developing the data entry screens and generating the data sets for the screening and partner management project.

1.0 Community Based Services Coordinator (Jacque McCright)-----5% effort

This position will establish liaisons with community based testing sites and identifying non clinical sites where chlamydia screening of high risk asymptomatic males can be done.

Study Coordinator (To Be Hired) ----- \$25,512
 (Step I @ \$949 biweekly x 26.1, plus 3% COLA x .50 = \$25,512)

This position will be responsible for coordinating the longitudinal research study, for recruiting and enrolling study participants, for contacting participants to remind them of their appointments, for performing follow up interviews of study participants and for collecting required study data.

.50 Data Entry Clerk (Florence Yu)-----\$19,500
 (Step VI @ \$1,517 biweekly x 26.1, plus 3% COLA x .50 = \$19,500)

This position will be responsible for entering all study data into the computerized database and for performing quality assurance checks to ensure that the data entered into the database is accurate and complete.

1.0 Microbiologist (To Be Hired)-----\$59,707
 (Step V @ \$2,221 biweekly x 26.1, plus 3% COLA = \$59,707)

This position will be responsible for performing all of the laboratory testing and quality assurance of study specimens submitted to the Department of Public Health Microbiology Laboratory and for providing study staff with monthly reports of lab testing and lab results by study site.

Fringe Benefits (26% of salaries).....\$27,227

B. SUPPLIES.....\$ 33,700

Office Supplies ----- \$1,500

Funds are requested to purchase pens, paper, pads, photocopier paper, etc. for study staff.

Clinical/Lab Supplies ----- \$12,000

Funds are requested to purchase 5,000 chlamydia urine tests at \$6.00 per test, swabs, urine containers, lab slips, transport racks, etc.

Computer Supplies ----- \$20,000

Funds are requested to purchase nine desk top computers which will be located in of the study sites to enable data entry of test results and related study data into the shared computerized data base, computer paper, ribbons, toner, etc.

C. TRAVEL.....\$ 5,784

1. Request funds in support of four out of state trips by the Principal Investigator, Co-Investigator or the Study Coordinator to attend study meetings. These trips are projected to be of 3 days duration. San Francisco city government provides per diem at the rate of \$35.00 per day plus hotel or actual expenses of trips. The actual expenses are estimated to be \$125.00

per day, round trip air fare of \$925, plus \$50.00 per participant for incidentals.
(3 x \$125 = \$375 + \$925 + \$50 = \$1,350 x 4 = \$5,400.

2. Request funds in support of mileage for the Study Interviewer and Study Coordinator. The City and County of San Francisco reimburses staff at a rate of \$0.32 per mile. We estimate that study staff will accrue an estimated \$100 miles per month for a total of \$32 x 12 = \$384.

D. OTHER.....\$64,679

1. Stipends.....\$17,440

Funds are requested to support the cost of stipends for study participants.

Case Participants:

- \$20 x 135 baseline visits =	\$2,700
- \$20 x 122 one month follow up visits =	\$2,440
- \$20 x 144 four month follow up visits =	\$2,300
TOTAL	\$7,440

Non Case Participants:

- \$20 x 270 baseline visits =	\$5,400
- \$20 x 230 4 month follow up visits =	\$4,600
TOTAL	\$10,000

2. Rental Space.....\$5,239

Funds are requested for two offices x 150 sq. ft. = 300 sq. ft.
x \$1.45 sq. ft./month = \$437 month x 12 months = \$5,239.

3. Laboratory Testing – UCSF Chlamydia (CT) Laboratory.....\$42,000

Funds are requested to support the cost of specialized CT lab testing which can only be performed at the UCSF Chlamydia Laboratory including:

150 CHSP60 CT antibody tests @ \$100/test x 150 tests = \$15,000
270 OMPL CT genotyping tests @ \$100/assay x 270 tests = \$27,000

E. SUBTOTAL DIRECT COSTS.....\$236,109

F. INDIRECT COSTS (20% of salaries).....\$ 20,944

G. TOTAL.....\$257,053

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department, Division, & Branch: Public Health, PHP, Health & Safety, STD Services ..
2. Contact Person: Charlotte Kent Telephone: 415-554-8473
3. Project Title: Evaluation of Screening Males for Chlamydia Trachomatis
4. Grant Source Agency: Centers for Disease Control and Prevention
5. Type of Funds (Circle): (Federal) Federal-State (Pass-Through) State Local Private
6. Proposed (New/Continuation) Grant Project Summary: This is a two year grant to study men with chlamydia. The primary objectives of the study are 1) to determine what approaches to male screening for chlamydia are the most acceptable and feasible, 2) to evaluate whether screening of men is an effective means of reducing disease in women and 3) to characterize factors relating to transmission of chlamydia infection. These objectives will be accomplished by a) screening asymptomatic men in ten different types of settings, including the STD Clinic, adult and youth detention facilities, community health centers, teen clinics and a student health clinic; b) providing partner counseling and management for men found to have chlamydia infection and c) by performing a longitudinal follow up study of infected and non-infected men.
7. Amount of Grant Funding Applied For:
Year 1: \$257,053; Year 2: \$257,053
8. Maximum Funding Amount Available (at time of application): \$257,053
9. Required Matching Funds? (Circle): Yes (No) Cash In-Kind

If yes, list dollar amount and identify source of Matching Funds in Department Budget:
10. Number of New Positions created and funded: 2.5 FTEs
11. If new positions are created, explain the disposition of employee(s) once the grant ends: All staff will be told that these positions are short term and for a period not to exceed the funding period of the grant. All efforts will be made to transition interested and qualified staff into similar existing positions.

12. Are indirect costs eligible costs for this grant? (Circle): (Yes) No

If yes, please identify the amount of \$s in indirect costs:

Year 1: \$20,944; Year 2: \$20,944

13. Amount to be Spent on Contractual Services: None

14. a.) Will contractual services be put out to bid? (Circle) Not Applicable
b.) If so, will contract services help to further the goals of the departments MBE/WBE requirements? Not Applicable

15. Is this request for contracting out likely to be: One Time or Ongoing? Not Applicable

16. Term of Grant: Start-Date: 9/30/99 End-Date: 9/29/01

17. Date You Were Notified That This Funding Was Available: 9/23/99

18. Grant Application Due Date: 8/2/99

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): The San Francisco Department of Health, STD Services Program, responded to a Program Announcement from the Centers for Disease Control and was awarded funds to support a two year study to evaluate men with chlamydia infection. SFDPH was the sole agency apply for funds, and, as such, will receive a grant award from the CDC for Year one. Second year funding is contingent upon satisfactory scientific progress during the first year as demonstrated through a semi-annual progress report. Awards are restricted to a maximum of two years. Upon termination of the project, all materials and equipment purchased with award funds in excess of \$5,000 become the property of the Centers for Disease Control, if they so desire.

20. Department Head Approval: Mitchell Katz, MD., Director of Health
(To be obtained by Grant Manager)

Signature

2/8/99

Item 3 - File 99-2102

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, the collaborating institution responsible for the scientific conduct of the "HIV Drug Access Study", to enter into a subcontract in the amount of \$14,149 with the University of California, the primary contractor, retroactive to February 24, 1999. The subject resolution does not include patent infringement indemnification and false claims clauses.

Subcontract Amount: \$14,149

Subcontract Period: February 24, 1999 through February 23, 2000

Primary Contractor: University of California at San Francisco (UCSF)

Indirect Costs: \$1,024

Description: UCSF has received a Federal Department of Health and Human Services grant to conduct a study, entitled "HIV Drug Access". The purpose of the study is to determine through case studies if individuals of color with HIV disease are more, less, or as likely to have access to publicly funded HIV/AIDS pharmaceuticals than caucasians.

Approval of the proposed resolution would authorize DPH to enter into a subcontract with UCSF, the primary contractor, in the amount of \$14,149, to reimburse DPH for providing a Project Director to be responsible for the scientific conduct of the proposed project, on behalf of UCSF.

Budget: The proposed budget for the subcontract, to be financed by UCSF and reimbursed to DPH, is as follows:

0.10 FTE 2232 Senior	
Physician Specialist	\$11,513
Fringe Benefits	1,612
Indirect Costs	<u>1,024</u>
Total	\$14,149

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BUDGET ANALYST

Comment:

1. According to Dr. Herminia Palacio of DPH, the subcontract with UCSF would reimburse 10 percent of her time to serve as Project Director of the HIV Drug Access Project.
2. Dr. Palacio states that the resolution is retroactive because DPH entered into the subcontract on October 22, 1999, immediately after receipt of the subcontract but prior to Board of Supervisors authorization. The start date for the subcontract was February 24, 1999.
3. The proposed resolution would waive: (1) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by UCSFs for the infringement of patent rights; and (2) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57 (a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.
4. The proposed resolution contains a provision that authorizes the Director of Health to enter into similar agreements with UCSF if the subcontract recurs or is renewed.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Health to enter into future agreements, similar to the subject agreement, with UCSF if the subcontract recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Item 4 - File 99-2105

Department: City Administrator
Solid Waste Management Program (SWMP)

Item: Resolution authorizing the City Administrator to accept and expend a \$5,000 grant from the California Integrated Waste Management Board.

Grant Amount: \$5,000

Grant Period: November 15, 1999 through January 31, 2000

Source of Funds: California Integrated Waste Management Board

Required Match: None

Indirect Costs: According to Mr. David Assmann of the Solid Waste Management Program, the proposed resolution provides for a waiver of indirect costs because the granting agency does not allow such costs.

Description: The City and County of San Francisco will participate with Bay Area cities and counties in a public education campaign, "Save Money and the Environment, Too", for three weeks in January of 2000. The campaign will emphasize waste reduction by educating the public about buying products in larger sizes and quantities and products with less packaging. "Save Money and the Environment, Too" is part of the City's effort to meet the State-mandated Year 2000 goal to cut solid waste by 50 percent.

Approval of the proposed resolution would authorize the SWMP to accept and expend a \$5,000 grant from the California Integrated Waste Management Board to support the campaign.

Budget: Media Campaign \$5,000

Comment: 1. According to Mr. Assmann, the total "Save Money and the Environment Too" campaign amount, paid by 33 Bay Area cities and counties, is \$197,600. San Francisco will contribute \$40,000 toward the campaign, of which

BOARD OF SUPERVISORS
BUDGET ANALYST

\$35,000 was budgeted in the FY 1999-2000 SWMP budget and the additional \$5,000 would come from the subject grant. Attachment I, provided by SWMP, shows the amount each participating city and county has contributed to the campaign.

2. Mr. Assmann reports that the \$5,000 grant would be used to purchase advertising on radio and television stations, develop promotional messages on shopping bags and milk cartons, place messages in BART stations, and provide printed materials for public distribution.

3. Mr. Assmann states that the grant was awarded in May of 1999, and therefore, the resolution should be amended to provide for the retroactive acceptance of the grant. According to Mr. Assmann, no grant funds have been expended.

4. Attachment II, provided by SWMP, is the Grant Application Information Form.

5. The Disability Access Checklist is on file with the Clerk of the Board of Supervisors.

Recommendations:

1. Amend the resolution to provide for retroactive acceptance of the grant.

2. Approve the proposed resolution as amended.



SOLID WASTE MANAGEMENT PROGRAM

RECYCLING PROGRAM • HAZARDOUS WASTE MANAGEMENT PROGRAM

WILLIE L. BROWN, JR.
MAYOR

PAUL V. HORCHER
DIRECTOR

ATTACHMENT I – SAVE MONEY AND THE ENVIRONMENT TOO CAMPAIGN

County, City	2000 donation
Alameda, County	\$ 40,000.00
Alameda, Alameda	\$ 750.00
Alameda, Albany	\$ 500.00
Alameda, Berkeley	\$ 2,500.00
Alameda, Castro Valley	\$ 500.00
Alameda, Dublin	\$ 500.00
Alameda, Fremont	\$ 5,000.00
Alameda, Hayward	\$ 2,500.00
Alameda, Newark	\$ 500.00
Alameda, Oakland	\$ 5,000.00
Alameda, San Leandro	\$ 750.00
TOTALS/ALAMEDA	\$ 58,500.00
Contra Costa County	\$ 8,000.00
Contra Costa, CCCSWA	\$ 2,000.00
Contra Costa, WCCIWMA	\$ 2,750.00
Contra Costa, Concord	\$ 500.00
Contra Costa, Pittsburg	\$ 500.00
Contra Costa, San Ramon	\$ 500.00
TOTALS/CONTRA COSTA	\$ 14,250.00
Napa, Napa	\$ 500.00
TOTALS/NAPA	\$ 500.00
San Francisco City/County	\$ 35,000.00
(From a grant by the CIWMB)	\$ 5,000.00
TOTALS/SAN FRANCISCO	\$ 40,000.00
San Mateo County	\$ 25,000.00
SBTSA	\$ 7,250.00
San Mateo, Millbrae	\$ 250.00
San Mateo, Pacifica	\$ 100.00
TOTALS/SAN MATEO	\$ 32,600.00

1145 MARKET STREET, SUITE 401, SAN FRANCISCO, CA 94103 -www.sfreecycle.org.
PHONE: (415) 554-3400 FAX: (415) 554-3434 -E-mail: sfrecycle@ci.sf.ca.us

Santa Clara County	\$ 25,000.00
Santa Clara, Cupertino	\$ 500.00
Santa Clara, Gilroy	\$ 750.00
Santa Clara, Milpitas	\$ 1,000.00
Santa Clara, San Jose	\$ 10,000.00
Santa Clara, Sunnyvale	\$ 500.00
Santa Clara Unincorporated	\$ 2,500.00
<u>TOTALS/SANTA CLARA</u>	<u>\$ 40,250.00</u>
Solano County	\$ 6,000.00
Solano, Vacaville	\$ 500.00
<u>TOTALS/SOLANO</u>	<u>\$ 6,500.00</u>
Sonoma County	\$ 5,000.00
<u>TOTALS/SONOMA</u>	<u>\$ 5,000.00</u>
<u>TOTALS</u>	<u>\$ 197,600.00</u>

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorization a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: San Francisco Solid Waste Management Program
2. Contact Person: David Assmann Telephone: (415) 554-3409
3. Project Title: Save Money and the Environment Too
4. Grant Source Agency: California Integrated Waste Management Board
5. Type of Funds: ☐ Federal ☐ Federal-State(Pass-Through) ☒ State ☐ Local ☐ Private
6. Proposed (New / Continuation) Grant Project Summary:

To support waste prevention media campaign.

7. Amount of Grant Funding Applied for: \$5,000
8. Maximum Funding Amount Available: \$5,000
9. Required Matching Funds? Yes: ☐ No: ☒ / Cash or In-kind? ☐

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new position created and funded: 0

11. If new position are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible cost for this grant? Yes: ☐ No: ☒

If yes, please identify the amount of \$ in indirect costs? _____

13. Amount to be spent on contractual services: \$5,000
14. a.) Will contractual services be put out to bid? Contractor was selected through RFP process.
- b.) If so will contract services help to further the goals of the department's MBE/WBE requirements?
Yes _____

15. Is this likely to be a one time or ongoing request for contracting out? N/A
16. Term of Grant: Start-Date: November 15, 1999 End-Date: February 1, 2000
17. Date Department Notified of Available Funds: May 25, 1999
18. Grant Application Due Date: N/A

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriation legislation):

Grant was awarded by the California Integrated Waste Management Board at the May 25, 1999 board meeting.

20. Department Head Approval: Paul Horcher Director
(Name) (Title)


Signature

s:admin/grants/grantapp.doc

Item 5 - File 99-2175

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention, Community Mental Health Services, to accept retroactively and expend a grant in the amount of \$96,123 from the Federal Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMSHA), for a Family Strengthening Project, and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken; waiving indirect costs.

Grant Amount: \$96,123

Grant Period: September 30, 1999 through September 29, 2001 (two years)

Source of Funds: Federal Department of Health and Human Services

Required Match: None

In kind Services: \$58,274 from existing DPH budgeted funds.

Indirect Costs: According to Dr. Tina Yee of DPH, DPH requests that indirect costs be waived to permit the grant funds to be used for direct program costs.

Budget: The summary budget for the proposed grant is as follows:

Salary and Fringe Benefits	\$44,946
Operating Costs	46,371
Administrative Costs	<u>4,806</u>
Total	\$96,123

Attachment I, provided by DPH, contains further budget details.

Description: The Federal Department of Health and Human Services (DHHS) awarded the Department of Public Health (DPH) a two-year grant to identify, develop, and implement an

BOARD OF SUPERVISORS
BUDGET ANALYST

effective, culturally-specific intervention model for Filipino families to reduce substance abuse and increase community capacity to assist such families. The proposed \$96,123 grant would fund the first year of the two-year pilot program. In the first year, a community advisory committee would be established to work with the Filipino community to create a consensus for the type of intervention model to be used. Once the model was selected, fifteen families at risk for substance abuse would receive services, based on the proposed intervention model. Outcome measures would be developed to evaluate the intervention model for its effectiveness.

Approval of the proposed resolution would authorize DPH to accept retroactively and expend the subject grant funds.

Comment:

1. According to Dr. Yee, DPH would provide inkind services as follows:

0.05 FTE Assistant Director of Clinical Services	\$ 3,808
0.80 FTE Assistant Health Educator	<u>43,201</u>
Subtotal	47,009
Fringe Benefits	<u>11,265</u>
Total	\$58,274

2. Dr. Yee states that DPH would award a contract to the Filipino American Council, a nonprofit organization which coordinates various Filipino organizations in San Francisco, on a sole source basis, to implement the proposed project. According to Dr. Yee, DPH would work collaboratively with the Filipino American Council to develop, implement, and evaluate this project.

3. According to Dr. Yee, the grant resolution is retroactive to accept these funds because the award notice was received in October of 1999. Dr. Yee states that no funds have been expended.

4. The proposed resolution would waive: (a) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an

BOARD OF SUPERVISORS
BUDGET ANALYST

indemnification of the City by the Federal DHHS for the infringement of patent rights; and (b) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57 (a) of the City's Administrative Code. According to Ms. Jean Fraser of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

5. The proposed resolution contains a provision that authorizes the Director of Health to enter into similar agreements with CDC if the grant recurs or is renewed.

6. Attachment II is the Grant Application Information Form, provided by DPH.

7. DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Health to enter into future agreements, similar to the subject grant Agreement, with the Federal DHHS if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

Worksheet1.TINA

KINABUKASAN (Family Strengthening)						
GRANT PERIOD: OCT. 1,1999 -SEPT. 30, 2000						
FUNDING: SAMHSA						
I	PERSONNEL	FTE	Title	Rate/month	N. of month	Total
	Staff1	1	Health Educator	1,750	11	19,250
	Staff2	1	Outreach Worker	1,250	11	13,750
	Staff3		Clerical Support	480	11	5,280
	Salary	1				38,280
	Fringe	0				6,666
	Total Salary & Fringe					44,946
TOTAL PERSONNEL						44,946
II.	OPERATING EXPENSES					
	Telephone/Postage					1,188
	Space Rental					5,980
	Food					2,775
	Incentives					2,250
	Transportation					1,350
	Educational Materials					1,750
	Equipment					4,450
	Travel					6,784
	Consultant		Research/Eval			8,400
	Consultant		Cultural Consultant			5,040
	Consultant		Videographer			2,400
	Consultant		Childcare/Cultural Artist			2,804
	Consultant		Facilitator			1,200
TOTAL OPERATING EXPENSES						46,371
	TOTAL DIRECT COST					91,317
III.	INDIRECT COST (Administrative Costs)					4,806
TOTAL CONTRACT AMOUNT						96,123

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
 Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
 Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department, Division, & Branch: Population Health and Prevention, Community Mental Health Services.
2. Contact Person: Tina Tong Yee, Ph.D. Telephone: 255-3422
3. Project Title: "Kinabukasan"
4. Grant Source Agency: DHHS, Substance Abuse and Mental Health Services Admin.
5. Type of Funds (Circle): Federal Federal-State (Pass-Through) State Local Private
6. Proposed (New/Continuation) Grant Project Summary "Kinabukason" is a family strengthening project which will develop, pre-test and implement a culturally adapted program for Pilipino families through the involvement and participation of a broad spectrum of the Pilipino community in San Francisco. The name of the project refers to the hope for the future in Tagalog. The purpose of the project is to increase the capacity of local communities to deliver best practices in effective parenting and family programs in order to reduce or prevent substance abuse.
7. Amount of Grant Funding Applied For: \$96,123
8. Maximum Funding Amount Available (at time of application): Not known.
9. Required Matching Funds? (Circle): Yes No Cash In-kind
If yes, list dollar amount and identify source of Matching Funds in Department Budget:
 N/A
10. Number of new positions created and funded: None
11. If new positions are created, explain the disposition of employee(s) once the grant ends:
 N/A
12. Are indirect costs eligible costs for this grant? (Circle): Yes No

If yes, please identify the amount of \$s in indirect costs: None. In order to increase the amount of available funds for the implementation of this project, it was agreed that both partners in this endeavor would contribute to the indirect costs. The Filipino American Council agreed to decrease their indirect cost rate for administering this Project to 5% (normally 12%) and the City will be requested to waive indirect costs. The increased dollars towards the direct costs of the Project resulted in a more competitive program design.

13. Amount to be spent on contractual services: None

14. a.) Will contractual services be put out to bid? (Circle): Yes: No: N/A

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : N/A

15. Is this request for contracting out likely to be: One Time or Ongoing? (CircleOne) N/A

16. Term of Grant: Start-Date: 10/1/99

End-Date: 9/30/00

17. Date You Were Notified That This Funding Was Available:

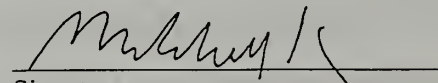
18. Grant Application Due Date:

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Awards of \$80,000 to \$100,000 in total costs per yer were made available for training and technical assistance to build capacity for selecting, modifying and piloting effective family strengthening models to be more culturally appropriate. A second year of funding can be requested for implementation of the model tested. Funds may be used for travel and staff time to attend a SAMHSA/CSAP new grantee conference, a national family strengthening conference and one 2-3 day training workshop in the model selected. Funds may also be used for consultants and consensus building meetings to select and modify the curriculum.

Funds may also be used for recruitment and retention costs as well as for staff, materials, and facilities costs to graduate at least 30 families in the selected intervention, and for evaluation support for process and outcome data collection and analysis.

20. Department Head Approval:
(To be obtained by Grant Manager)

Mitchell Katz, M.D., Director of Health


Signature

Item 6 – File 99-2189

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Community Health and Safety Services, Emergency Medical Services, to accept retroactively and expend a grant in the amount of \$200,000 from the Federal Department of Health and Human Services to continue the development of the Metropolitan Medical Response System and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; providing for ratification of action previously taken; and waiving indirect costs.

Grant Amount: \$200,000

Grant Period: April 1, 1999 through April 30, 2000

Source of Funds: Federal Department of Health and Human Services

Matching Funds: None

Indirect Costs: The funding agency does not allow for indirect costs.

Budget: The summary budget for the proposed grant is as follows:

0.35 FTE 2230 Physician	
Specialist	\$33,000
0.5 FTE 1063 IS	
Programmer	<u>31,000</u>
Total Salary	\$ 64,000
Fringe Benefits	16,000
Equipment	18,000
Supplies	70,000
Printing	2,000
Contractual Services	<u>30,000</u>
Total	\$200,000

Attachment I, provided by DPH, contains further budget details.

Description: The Federal Department of Health and Human Services (DHHS) originally funded the Metropolitan Medical

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BUDGET ANALYST

Response System program in 1997. San Francisco was selected by DHHS to participate in the program to prepare major urban areas to respond to the threat of bioterrorism and biological warfare. The Emergency Communications, Police, and Fire Departments have worked with DPH to create a plan to respond in the event of a bioterrorist attack.

The proposed \$200,000 grant would be used to develop a plan for surveillance and immediate response to the threat of biological warfare.

Comment:

1. According to Ms. Abbie Yant of DPH, DPH was notified of the grant award in May of 1999, and therefore, the subject resolution is retroactive. Ms. Yant advises that no funds have been expended and that such funds would be available to DPH through December 31, 2000.

2. As shown in Attachment I, the subject grant would fund two new part-time positions. The proposed resolution urges the Controller to designate the two part-time positions created under the grant as "G" or grant-funded positions, which would terminate when the grant expires.

3. Ms. Yant advises that \$20,000 in grant funds would be used to modify an existing contract with American Medical Response, Inc., which was selected as a sole source contractor to provide an on-line monitoring system of the region's hospital emergency rooms. Additionally, \$10,000 in grant funds would be used to modify an existing contract between the Emergency Communications Department and TRW, Inc. to provide programming for computer-generated dispatch services.

4. The proposed resolution would waive: (a) the requirement contained in Sections 6.21 and 21.19 of the City's Administrative Code that the agreement include an indemnification of the City by the DHHS for the infringement of patent rights; and (b) the requirement contained in Section 6.57(c) of the City's Administrative Code that the agreement include a paragraph reciting the false claim provisions contained in Section 6.57 (a) of the City's Administrative Code. According to Ms. Jean Fraser

of the City Attorney's Office, these requirements apply when the City purchases goods or services, not when the City receives funds from a grant. Therefore, Ms. Fraser advises that the waivers in this case are standard and pose minimal risk to the City.

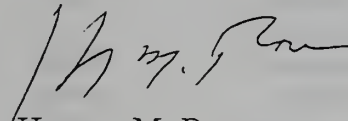
5. The proposed resolution contains a provision that authorizes the Director of Health to enter into similar agreements with Federal DHHS if the grant recurs or is renewed.

6. Attachment II is the Grant Application Information Form, provided by DPH.

7. DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Health to enter into future agreements, similar to the subject grant Agreement, with the Federal DHHS if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Bierman
Supervisor Brown
Supervisor Yaki
President Ammiano
Supervisor Becerril
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Teng
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst

Matthew Hymel
Stephen Kawa
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

MMRS Modification	
Budget 1999-00	
Budget Categories	Budget
Personnel	\$64,000
Fringe Benefits	\$16,000
Travel - In State	\$0
Travel Out of State	\$0
Equipment	\$18,000
Supplies	\$70,000
Printing	\$2,000
Contractual	\$30,000
Other	\$0
Total direct costs	\$200,000
Indirect	\$0
TOTALS	\$200,000

Budget Detail		
Personnel		64000
0.35 FTE 2230	33000	
0.5 FTE 1063	31000	
Fringe Benefits		16000
@25% salaries	16000	
Contractual		30000
AMR/HUSK Mod	20000	
wo 081DEC (ct mod)	10000	
Materials and Supplies		70000
Protective equipment	30000	
Protective clothing	12000	
lab media, glassware	2500	
AV equipment	2500	
lap top computer	2000	
immunization supplies	10000	
airguns (15*\$500/each	8250	
refrigerators	2500	
coolers	250	
	70000	
Equipment		18000
Lab cabinet	10000	
FA Scope	8000	
Reproduction		2000
10000 forms	2000	

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Public Health
2. Contact Person: Abbie Yant Telephone: 554-9970
3. Project Title: Metropolitan Medical Response System
4. Grant Source Agency: Department of Health and Human Services
5. Type of Funds: ☒ Federal ☐ Federal-State (Pass-Through) ☐ State ☐ Local ☐ Private
6. Proposed (New/Continuation) Grant Project Summary:
This grant modification is to assist our existing Metropolitan Medical Response System (MMRS) (formerly known as MMST systems) in initiating an appropriate health system response to a bioterrorist attack. This grant modification provides support for San Francisco to develop plans directed at the early recognition of a biological event, mass immunization/prophylaxis, mass care, mass fatality management, and environmental surety. San Francisco shall engage appropriate State officials in the planning process.
7. Amount of Grant Funding Applied for: \$200,000
Awarded \$200,000
8. Maximum Funding Amount Available: \$200,000
9. Required Matching Funds? Yes: ☐ No: ☒ Cash or In-kind: _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget: Not Applicable
10. Number of new positions created and funded: 2 PT
11. If new positions are created, explain the disposition of employees once the grant ends?
Part-time employment will be terminated.

12. Are indirect costs eligible costs for this grant? Yes: ☐ No: ☒

If yes, please identify the amount of \$s in indirect costs: Not applicable.

13. Amount to be spent on contractual services: \$30,000

14. a.) Will contractual services be put out to bid? Yes: ☐ No: ☐: Not applicable.

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Not applicable.

15. Is this likely to be a one-time or ongoing request for contracting out?: Not applicable

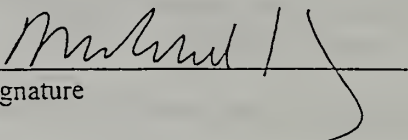
16. Term of Grant: Start-Date: April 1, 1999 End-Date: April 30, 2000 .

17. Date Department Notified of Available Funds: Award letter received May, 1999. Signed contract received September 1999.

18. Grant Application Due Date: April, 1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Application was selected through competitive RFP process. Payment is made upon presentation of proper vouchers and receipt and acceptance by the Government of the services specified in the schedule.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health


Signature

BOARD of SUPERVISORS



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Fax No. 554-5163
TDD/TTY No. 554-5227

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cancelled

NOTICE OF CANCELLED MEETING
PUBLIC HEALTH AND ENVIRONMENT COMMITTEE
SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN That the regularly scheduled meeting of the
Public Health and Environment Committee for Thursday, December 23, 1999, at
1:00 p.m., has been cancelled.

A handwritten signature in cursive script, appearing to read "Gloria L. Young".

Gloria L. Young
Clerk of the Board

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Posted: December 16, 1999

